REGULATIONS FOR THE ARMY

IN INDIA

CORRECTED UP TO AND INCLUDING AMENDMENTS TO REGULATIONS, BOOKS AND FORMS, DATED 1ST FEBRUARY 1927.



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PREFACE.

1. This volume is intended for the use of all officers. The book was completely revised in 1923 and rearranged in chapters, which necessitated a renumbering of paragraphs; a table is included after the index to show the numbers of the paragraphs in the old editions and the corresponding paragraphs in the present edition. All corrections received up to the 1st February 1927 have been included. Regulations which only concern one service or department are not included in this book; such instructions on departmental subjects as regimental officers must know are however, included herein, in order to obviate the necessity of issuing departmental volumes to fighting units.

2 Command, district and brigade commanders and other officers commanding are responsible that the regulations and orders are strictly observed and that any local instructions or regimental orders that may be issued are guided and directed by their spirit and intention.

3 *Officers are expected to interpret these regulations reasonably and intelligently,* with due regard to the interests of the service, bearing in mind that no attempt has been made to provide for necessary and self-evident exceptions, nor for such matters of detail as should be provided for by the local authorities.

4. The other volumes of India Army Regulations with which British and Indian units are concerned are laid down in Appendix XLII.

Departmental volumes will be issued to all Staffs, but not to fighting units; see paragraph 800-A

5. The rules in the King's Regulations are, when not at variance with these regulations, alike applicable to all ranks of the British and Indian army in India; such rules are not therefore reproduced in these regulations.

G. M. YOUNG,

ARMY DEPARTMENT, *Secretary to the Government of India, Army Department.*

DEFINITIONS.

In these rules unless inconsistent with the context :—

Brigade commander—includes the district (or divisional) commander in the case of units and stations directly under district or divisional headquarters.

District or Divisional commander—includes the officer commanding a district, an independent brigade or an independent brigade area.

European parentage—means a person whose father and maternal grandfather, or whose mother and paternal grandfather were of pure European origin, or who is the child of a marriage between persons of the above descent.

Officers of the Indian service—means officers of the Indian army, continuous service officers of the R. A. and R. E. and R. A. V. C., other officers, R.E., who have completed 18 years for Indian pension officers of the Indian Medical Service, and officers of the Indian Land Forces. 47202. Q. M. G 14.

Soldier—includes warrant officer, non-commissioned officer and private.

Soldiers of the R. E. Indian establishment—soldiers of the Royal Engineers serving with sappers and miners who have elected continuous Indian service. A. 23211 (A. G 3).

Unit—Royal Artillery—a battery, company, ammunition column, depôt or training centre.

Cavalry—a regiment or group centre.

Royal Engineers—a company.

Sappers and miners—a field troop, a field railway, divisional headquarters or depôt company, a bridging train, a detached section or platoon.

Signal corps—a line or wireless company, divisional signals, a brigade signal troop or section, a depot company, a signal park, a L. of C. signal unit.

Infantry—a battalion, or depôt in the case of Gurkhas.

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Indian Army Service corps—a supply unit, a depôt company, an animal transport company or depôt.

Medical units—A. R. A. M. C. company, an Indian Hospital Corps company, a station hospital, a district laboratory, a central dermatological laboratory, a medical store depôt, a field ambulance, a casualty clearing station, a staging section, a general hospital, a hospital ship, a bearer unit, a motor ambulance convoy, an ambulance train, a sanitary section, a X-Ray unit, an advanced depôt of medical stores, a base depôt of medical stores, a convalescent depôt.

Veterinary units—a hospital, a mobile or field section.

Mechanical transport—a column, company, repair unit, or stores depôt.

Armoured cars and trains—a battery or company.

Educational and training establishments—a school of training or instruction.

Ordnance Establishments—an arsenal, a depôt.

Explanations of abbreviations

A. A.	Army Act.
A. D.	Army Department.
A. D. V. S.	Assistant Director of Veterinary Services.
A. G.	Adjutant General in India.
A. G. G.	Agent to the Governor-General.
A. H. Q.	Army headquarters.
A. J. A. G.	Assistant Judge Advocate General.
A. O. C.	Air Officer Commanding.
A. R. D.	Army Remount Department.
A. R. I.	Army Regulations, India.
A. T.	Animal Transport.
A. T. M. S.	Army Tables Miscellaneous Services.
B. O. Rs.	British other ranks.
C. M. A.	Controller of Military Accounts.
D. A. D. R.	Deputy Assistant Director of Remounts.
D. A. D. V. S.	Deputy Assistant Director of Veterinary Services.
D. D. V. S.	Deputy Director of Veterinary Services.
D. J. A. G.	Deputy Judge Advocate General.
D. M. S.	Director of Medical Services, A. H. Q.
D. R. I. M.	Director of Royal Indian Marine.
E. Rs.	Equipment Regulations.
F. G. A.	Frontier Garrison Artillery.
G. O. C.	General Officer Commanding.
G. O. C.-in-C.	General Officer Commanding-in-Chief.
G. of I.	Government of India.
H. Q.	Headquarters.
I. A. A.	Indian Army Act.
I. A. F.	India Army Form.
I. A. O. C.	Indian Army Ordnance Corps
I. A. S. C.	Indian Army Service Corps.
I. A. W.	Indian articles of war.
I. E. E.	Indian Ecclesiastical Establishment
I. O. Rs.	Indian other ranks.
J. A. G.	Judge Advocate General.

K. R.	King's Regulations
M. A. D.	Military Accounts Department.
m. c.	Medical certificate.
M. E. S.	Military Engineering Services.
M. G. S	Master General of Supply.
M. I. M. L.	Manual of Indian Military Law.
M. M. L.	Manual of Military Law.
M. N. S.	Military Nursing Service.
M. S.	Military Secretary.
M. T.	Mechanical Transport.
n. c. o	Non-commissioned officer.
O. C.	Officer Commanding
p. a.	Private affairs.
P. & A. Regs.	Pay and allowance Regulations of the Army in India.
P N T O	Principal Naval Transport Officer, East Indies.
P W D.	Public Works Department
Q. A M. N. S.	Queen Alexandra's Military Nursing Service in India
Q M. G	Quartermaster-General in India.
R. A. C. D.	Royal Army Chaplains Department.
R A I	Regulations for the Army in India.
R. C. S	Royal Corps of Signals
R W.	Royal Warrant
s. a. a.	Small arms ammunition.
S. of S.	Secretary of State
U. L.	Unattached list.
W. o	Warrant officer
W.O.	War Office

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REGULATIONS FOR THE ARMY IN INDIA

1925.

CHAPTER I.—ORGANIZATION OF THE ARMY IN INDIA.

1. Composition.—The army in India is composed of those who have undertaken a definite liability for military service, i.e., fighting troops administrative services, departments and followers.

The army in India comprises :—

(a) The regular British forces.
(b) The regular Indian forces.
(c) The Auxiliary Force.
(d) The Indian Territorial Force.
(e) The Indian Army Reserve.
(f) The Indian State forces, when placed at the disposal of the G. of I.

2 War establishment—The war organization of the army and the war establishments of units are laid down in War Establishments (India), which are issued periodically.

3 Peace establishment.—Peace establishments are laid down for all units of the army and are amended when necessary in Army Instructions (India).

4 Class composition.—The authorised class composition of units of the Indian Army is shown in the Indian Army List.

5 Distribution.—The distribution of the army is shown in the Indian Army List.

6 Control of the army.—The Governor-General in Council is the supreme head of the army in India. Subject to the supreme control of the Governor-General in Council the executive and administrative control of the army in India is exercised by H. E. the C.-in-C. who, as an extraordinary member of the Governor-General's Council, is in charge of the Army Department.

7. The Army Department.—The following is the organization of the Army Department of the G. of I :—

(i) The Member in-charge, who is also the Commander-in-Chief ;

(ii) A secretariat, controlled by the Secretary to the G. of I. in the Army Department.

8 Army headquarters.—Army Headquarters consists of the branches administered by the four Principal Staff Officers, who 301 (M. G. S. 2-C.)

are the Chief of the General Staff, the Adjutant General, the Quartermaster General, and the Master General of Supply, and by the Military Secretary. The duties of each branch are shewn in detail in Appendix XXIX. Attached to Army Headquarters is an officer of the Finance Dep[illegible]ent, of the status of a Joint Secretary to the G. of I.; who is styled the Financial Adviser, Military Finance, and is the adviser of H. E the C.-in-C. and of the Army Department on all questions of military finance.

9 **Commands and districts**.—For purposes of decentralization, the [illegible]

10 **Administration of district**.—In those districts in which war [illegible]

tion of the district

CHAPTER II.—DUTIES OF COMMANDERS, INSPECTIONS, AND CONFIDENTIAL REPORTS.

1. DUTIES OF COMMANDERS.

11 **General officer Commanding-in-Chief**—A G O.C.-in-C. is responsible for the command administration, training, and efficiency of the troops located in his command, and also for internal security within the area of his command.

He will cause the schemes for the security of defended ports and internal areas in his command to be revised biennially Copies of the revised schemes will be submitted to army headquarters on the 1st June in the case of port defence schemes and the 15th September in the case of area security schemes in the years in which the revisions are due.

12 **District commander**—The duties of a district commander will be similar to those prescribed in the para above, except that the revised schemes for the security of defended ports and internal areas in his district will be submitted to the G.O C -in C on such dates as may be fixed by the latter.

He is responsible for the condition of the defence works in his district; that deficiencies in mobilization equipment held by units under his command are brought to notice and that the mobilization orders are kept up to date.

13 **Brigade area and brigade commanders**—A colonel, graded as a colonel commandant, is appointed to command every cavalry and infantry brigade, *es* Brigrde area. He is responsible for the command, administration and training of all units located in his area irrespective of the war formation to which those units may be allotted In cases where the officer commanding a brigade has portions of his war formation located in an area other than his own, he is in addition responsible for visiting such units periodically to acquaint himself with their progress and state of efficiency and to arrange and discuss with the area commander the method and detail of training He will accordingly deal direct with units located within his area on all matters connected with the above subjects and will only deal with the station commander on matters connected with internal security and on questions of purely local importance to the station concerned.

14 **Station commander.**—A station where a station commander is authorized practically constitutes a sub-brigade area, and the commander holds a position analogous to that of an officer commanding a detachment and is responsible for the command, administration and training of the troops comprising that detachment.

In a station at which a district or brigade headquarters is located, except in those stations for which a special commander has been sanctioned by the Government of India, the district or brigade commander himself will be responsible for the command of the station, (G. S. 15401.)

the station staff officer of which will be attached to his staff. Where both a district and a brigade commander are located in the same station the G. O. C.-in-C. Command will decide which is to command the station. In a station with more than one brigade commander, the senior will normally command. A district or brigade commander in command of a station will not delegate the command of such a station to any other officer.

In a station where a station commander is not authorized or where the senior combatant officer assumes the duties of officer commanding the station, he shall not be charged with the training or administration of the units located in the station other than those of his own unit. His duties with regard to the station comprise :—

The command and maintenance of discipline and order among all troops within the station, the taking of necessary measures for the maintenance of health and security of the station and for issuing such orders as he considers necessary for this purpose; co-ordination of such staff work as may arise between units and detachments within the station. He is not, however, concerned with the distribution, collection or co-ordination of correspondence addressed to units, but will confine himself to co-ordinating matters which are of purely local concern or on which his opinion as station commander is required.

In the event of a disturbance he will automatically take command of all troops in the station, and in consultation with the local civil authorities will take whatever action he considers necessary to deal with the situations.

15. Unit commander.—A unit commander is responsible for the training, administration, health, maintenance of discipline, efficiency, and the state of the accounts in the unit under his command (see para. 847); he will supervise and control all duties performed by those under his command. He is responsible for the security of buildings, armaments, equipment or other stores in their charge, and that they are complete, serviceable, and in accordance with the latest pattern and scale from which no deviation is allowed without the sanction of the G. of I. He will bring to the notice of his superior commander all defects, losses, and damage which he is unable to rectify. It is the duty of every unit commander to see that no officer, soldier, follower or civilian employee who is unfit to perform his duties is retained in the service. He is responsible that all orders published by superior authority are communicated to those under his command whom they may concern. He is responsible that the rules for the handling of explosives contained in Appendix XXIII are strictly adhered to.

16. Second in command.—The second in command in cavalry regiments and infantry and pioneer battalions is the assistant to the unit commander and also commands the headquarter wing except in the case of infantry and pioneer training battalions.

17 **Squadron and company commander**.—A squadron and company commander is responsible for the training, discipline, administration and pay of his command

18 **Adjutant**.—The adjutant is a regimental staff officer His duties include the training of recruits in cavalry regiments, sapper and miner corps, the signal training depot, and infantry and pioneer battalions other than training battalions, and active battalions of regiments containing training battalions.

19. **Quartermaster**.—The quartermaster is a regimental staff officer. He is charged with the receipt and issue of equipment, clothing and stores, the provision of transport and rations the conservancy and cleanliness of the lines and bazaar and with the supervision of the regimental shops and establishments

20 **The senior Indian officer**.—The risaldar-major or subadar major occupies the position of confidential Indian officer to the unit commander and is responsible for keeping him acquainted with every occurrence circumstance, or condition among the Indian ranks which may be prejudicial to the general good feeling or interests of the unit The excuse that matters had not come to his knowledge can never be accepted He will be selected for his uprightness of character and personal influence.

21 **Troop and platoon commander**.—A risaldar, subadar or jemadar is the troop or platoon commander in the Indian army He is responsible to his squadron or company commander for the training, discipline, and administration of his command, and will keep him acquainted with all occurrences that affect it The senior Indian officer present with a squadron or a company is responsible that no unauthorized persons remain in the lines of the unit.

22 **Indian adjutant and quartermaster**.—The officer commanding a cavalry or infantry unit will appoint a jemadar as woordie-major or jemadar adjutant Candidates for these appointments must have qualified in the rifle and light automatic at a small arms school (and as a general rule a candidate for the appointment of woordie-major should have qualified at the Indian Cavalry School). He is responsible for the duty roster and for the list of strangers temporarily residing in the lines He will assist the adjutant and will inform him of every circumstance affecting the discipline of the unit 13827 (G. S. M. T. I.).

Officers commanding cavalry and infantry units will appoint a jemadar as jemadar quartermaster whose duty it will be to inspect and distribute rations. He will in addition assist the quartermaster in the performance of his duties

The woordie-major or jemadar adjutant and the jemadar quartermaster are the Indian staff officers of an Indian unit. They vacate their appointments on promotion to risaldar or subadar, or, except in the case of the jemadar quartermaster, on completion of 4 years' tenure in the appointment The commanding officer should ensure that the jemadar quartermaster is fit to command a troop or platoon

on relinquishing the appointment of jemadar quartermaster. These
A.-40204 (A. G.-2). officers can be removed from their appointments by order of the brigade commander

2. INSPECTIONS.

23 General Instructions.—Every unit and depot in India will be inspected annually by the district or brigade commander. The general principles laid down in the King's Regulations for the inspection of British units are applicable to all units in India. In carrying out inspections a clear distinction will be made between inspections to ascertain the state of efficiency as regards training and those for the purpose of testing administrative efficiency including interior economy. A district commander may take two, and a brigade commander one staff officer on a tour of inspection.

24 Administrative inspections.—As regards administrative inspections, command and district commanders will use their discretion in making use of the heads of the administrative services under their command to relieve themselves from entering into administrative details in their inspections.

25 Notice of inspections.—Inspecting officers will give due notice of intended inspections to the officer commanding the station concerned The latter having notified the date of inspection in orders, will be responsible that the staff, departmental, and unit commanders concerned are present to afford such information and assistance as may be required.

26. Inspection by officers of army headquarters.—Under the orders of H. E. the C.-in-C., staff officers, technical advisers and heads of administrative services and departments at army headquarters will carry out such inspections as may be necessary. These inspections will be conducted from a technical or departmental point of view and will be directed towards the maintenance of a uniform system of training, instruction, or administration, throughout the arm of the service or the department inspected. They will not touch upon matters which lie within the province of the local commanders. Before bringing to notice any defect in clothing, equipment or any matter which may be dealt with by the local commander, the inspecting officer should ascertain his views and what action he intends to take in the matter.

Annual inspection Reports

A.-30496 (A. G.-1). 27. The annual Inspection Report (I. A. F. I.-1131) is used for all regular units (British and Indian) except supply units

The British Report (A. F. B.-153) is not used in India.

The Review Report (I. A. F. I.-1145) is used for all units of the Aux. Force, India and the Indian Territorial Force.

Technical Inspection Reports are used in addition to, or instead of, the "Précis of Training Results" (I. A. F. I.-1131-B.) for arms and services as specified in paragraph 27-E.below.

27-A. Each unit will prepare, by 15th April each year, 2 copies of the 'PRECIS OF TRAINING RESULTS', and or the number of copies of the Technical Inspection Report specified in paragraph 27-E. below. (Units in the BALUCHISTAN DISTRICT will do this by 15th January annually, except that the Technical Inspection Report on Sappers and Miners and Pioneers will not be completed till 15th April.)

One copy of the PRECIS OF TRAINING RESULTS' will be sent by Officer Commanding unit concerned direct to the Chief of General Staff, Army Headquarters, on 15th April each year (15th January in case of units in BALUCHISTAN DISTRICT)

The other copy will be kept and, later, attached by Officer Commanding unit to his Annual Inspection Report (I. A. F. I.-1131).

Officers Commanding units of arms and services for which they are required will deal with the copies of Technical Inspection Reports as laid down in paragraph 27-E. below

Sapper and Miner units will prepare the Annual Inspection Report (I. A. F. I.-1131) in triplicate · all other units in duplicate.

27.-B. These Annual Inspection Reports, together with the duplicate copy of the 'PRECIS OF TRAINING RESULTS' and ar the copies of the Technical Inspection Report (in the case of arms and services as specified in paragraph 27-E. below) will be submitted as under :—

Units.	To reach Inspecting Officers by	To reach District or Independent Brigade by	To reach Command (or Burma District Headquarters) by
In Baluchistan District .	1st February	1st March .	15th April.
Not in Baluchistan District.	1st May .	1st June .	15th July.

27-C. Command (or Burma District) Headquarters will, when reports reach them, take action as under:—

(a) Detach one copy of the Technical Inspection Report of units of services (see paragraph 27-E.-V.,) add the remarks of the local head of the service concerned, and send it to the appropriate Branch at Army Headquarters.

(b) Add any comments the General Officer Commanding-in-Chief, Command (or General Officer Commanding, Burma District) may wish to the Annual Inspection Report and return one copy to the unit, through the usual channel.

(c) Command (or Burma District) Headquarters will retain the second copy of the Annual Inspection Report (I. A F. I.-1131), together with the duplicate copy of 'PRÉCIS OF TRAINING RESULTS' $\frac{\text{and}}{\text{are}}$ Technical Inspection Report, as the case may be, for three years. After this they will be destroyed. When a unit moves out of a Command (or Burma District) these Reports will then be sent to the Headquarters of the Command into which the unit moves.

NOTES—1 Annual Inspection Reports will *not* be forwarded to Army Head- [illegible]

2. In the case of ADEN BRIGADE, Inspection Reports of units at that station will be submitted to Headquarters Southern Command by 15th July annually

3 'These orders do not apply to Inspection Reports of Animal Transport units orders for which are contained in para 27-H

27-D. The Inspection Officer will be as follows:—

Caval [illegible]

Artillery—General Officer Commanding District and Colonel Commandant Royal Artillery . the report of the latter officer will be made in the column headed ' Remarks of the General Officer Commanding-in-Chief Commands " In cases where artillery units are placed under the command of the Officer Commanding a Brigade area the remarks of the latter officer will also be given in the Annual Inspection Report (I A. F. I-1131) These remarks will be given in the column headed " Remarks of the General Officer Commanding District ".

Sappers and Miners.—General Officer Commanding, District under whom directly serving.

Signals—General Officer Commanding, District under whom directly serving

Pioneers—General Officer Commanding, District under whom directly serving

Infantry—Colonel Commandant under whom directly serving

Tank Corps.—General Officer Commanding, District under whom directly serving

Royal Army Service Corps
Indian Army Service Corps
Indian Army Veterinary Corps
Indian Hospital Corps

General Officers Commanding, District or Colonel Commandant under whom directly serving.

Technical Inspection Reports

27-E —

(A) *For Arms* —(In addition to 'PRECIS OF TRAINING RESULTS').

(i) *Sappers and Miners and Pioneer Battalions (active and training)* —The Technical Inspection Report for all units of Sappers and Miners, will be dealt with in accordance with instructions printed on the form

(ii) *Signals.*—Annual Technical Reports on all Signal units will be submitted by Chief Signal Officers, Commands These reports will be prepared in triplicate by 15th April. (By 15th January for units in BALUCHISTAN DISTRICT.) One copy will be despatched direct to the Signal Officer-in-Chief, the remaining copies will be attached to the Précis of Training Results These reports will be prepared in accordance with instructions issued to Chief Signal Officers by the Signal Officer-in-Chief

(B) *For services* —(who will not submit PRÉCIS OF TRAINING RESULTS) Technical Inspection Report will be prepared by Officers as under —

Form	For all units of	No of copies	By	
I. A. F. I.-1131-C.	M T	2	(a) O C Unit	Attached to Annual Inspection Reports.
			(b) Technical Inspector	
			(c) A D S & T or Group Commander	
I. A F. I.-1131-D.	Animal Transport	2	(a) O C Unit	Ditto
			(b) Veterinary Officer	
			(c) A D S & T.	
I. A. F. I.-1131-E.	Supply	2	(a) Group Officer referred to on India Army Form	
			(b) A D S & T District or D. A. D. S & T Independent Brigade	

Fighting units which have Technical Inspection Reports, will prepare 'PRÉCIS OF TRAINING RESULTS' as well.

(c) Command (or Burma District) Headquarters will retain the second copy of the Annual Inspection Report (I. A. F. I.-1131), together with the duplicate copy of 'PRECIS OF TRAINING RESULTS' and/or Technical Inspection Report, as the case may be, for three years. After this they will be destroyed. When a unit moves out of a Command (or Burma District) these Reports will then be sent to the Headquarters of the Command into which the unit moves.

NOTES—1 Annual Inspection Reports will not be forwarded to Army Head-

[illegible]

Headquarters

2. In the case of ADEN BRIGADE, Inspection Reports of units at that station will be submitted to Headquarters Southern Command by 15th July annually

3 These orders do not apply to Inspection Reports of Animal Transport units orders for which are contained in para 27-H.

27-D. The Inspection Officer will be as follows:—

Cavalry.—Cavalry Brigade Commander, or in the case of cavalry, regiment serving in Districts in which there are no Cavalry Brigade Commanders, the General Officer Commanding District or Colonel Commandant under whom directly serving.

Artillery.—General Officer Commanding District and Colonel Commandant Royal Artillery, the report of the latter officer will be made in the column headed 'Remarks of the General Officer Commanding-in-Chief Commands" In cases where artillery units are placed under the command of the Officer

Sappers and Miners—General Officer Commanding, District under whom directly serving.

Signals.—General Officer Commanding, District under whom directly serving.

Pioneers.—General Officer Commanding, District under whom directly serving.

Infantry—Colonel Commandant under whom directly serving

Tank Corps—General Officer Commanding, District under whom directly serving.

Royal Army Service Corps
Indian Army Service Corps.
Indian Army Veterinary Corps.
Indian Hospital Corps

General Officers Commanding, District or Colonel Commandant under whom directly serving

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27-E —

(A) *For Arms.*—(In addition to 'PRECIS OF TRAINING RESULTS')

(i) *Sappers and Miners and Pioneer Battalions (active and training)* —The Technical Inspection Report for all units of Sappers and Miners, will be dealt with in accordance with instructions printed on the form.

(ii) *Signals* —Annual Technical Reports on all Signal units will be submitted by Chief Signal Officers, Commands These reports will be prepared in triplicate by 15th April (By 15th January for units in BALUCHISTAN DISTRICT.) One copy will be despatched direct to the Signal Officer-in-Chief, the remaining copies will be attached to the Précis of Training Results. These reports will be prepared in accordance with instructions issued to Chief Signal Officers by the Signal Officer-in-Chief

(B) *For services* —(who will not submit PRÉCIS OF TRAINING RESULTS) Technical Inspection Report will be prepared by Officers as under —

Form.	For all units of	No of copies	By	
I. A. F I.-1131-C.	M T	2	(a) O. C Unit (b) Technical Inspector. (c) A D S & T or Group Commander	Attached to Annual Inspection Reports.
I. A F.-I -1131-D.	Animal Transport	2	(a) O C Unit (b) Veterinary Officer (c) A D S & T.	Ditto.
I. A. F. I -1131-E.	Supply	2	(a) Group Officer referred to on India Army Form. (b) A D. S & T. District or D. A. D. S. & T. Independent Brigade.	

Fighting units which have Technical Inspection Reports, will prepare 'PRECIS OF TRAINING RESULTS' as well.

27-F. Review Reports on units of the Indian Territorial Force will be submitted in duplicate on I. A. F. I.-1145 through the usual channels to the Adjutant General in India. Review reports on units of the Auxiliary Force will be disposed of in accordance with note 1 to paragraph 27-C.

27-G. Commands and Burma District will submit to Army Headquarters annually on 15th August a list of all units in their command, reported as 'unfit' for service, with a short statement of the cause. *Nil* returns are required.

27-H Inspection Reports (I. A. F. I.-1131) on the following establishments and units should be sent by Commands to Quartermaster General in India, Army Headquarters, in each case.—

62412-Q.M. G. 780 (7-A. T.).

(i) Indian Army Service Corps Training Establishment, Rawalpindi.

(ii) School of Cookery, Poona.

(iii) Mechanical Transport Training Centre, Sitapur.

(iv) Indian Army Service Corps Record Office, Sitapur.

"(v) Animal Transport Units."

28. **Reports of unfitness of unit.**—Whenever circumstances occur which in the opinion of a district commander render a unit temporarily unfit for service an immediate report, accompanied by a concise statement of the reasons which led to such an opinion, will be submitted through the command headquarters, or, in the case of an independent district, direct to Army Headquarters; subsequent monthly reports will be submitted until the unit is again fit for service.

29 **Defences works.**—Rules to regulate admission to defence works, air craft stations, power stations and their enclosures, the enclosures of wireless telegraphy stations and ordnance establishments are laid down in Appendix XXI.

A secret detailed classification list of all defences and bridge defences is in possession of all authorities concerned.

3. CONFIDENTIAL REPORTS.

30. Confidential reports on all officers will be initiated on the 1st April and will be prepared in accordance with the instructions contained in Military Secretary's Circular (No. 72 of 1927), corrections to which will be issued as necessary.

CHAPTER III.—THE STAFF.

1. ORGANISATION.

31. Composition and distribution.—To the headquarters of H. E. the C.-in-C. and to those of commanders of subordinate formations are appointed officers who are styled the "Staff." This staff consists of:—

(i) The staff at army headquarters.
(ii) The staff at commands, districts, brigades and brigade areas.
The distribution of the staff is given in the Indian Army List.

32. Staff at army headquarters.—The staff at army headquarters is divided into:—

The general staff branch
The adjutant general's branch
The quartermaster-general's branch
The master-general of supply branch
The military secretary's branch 291 (M. O. R. 20.)
The engineer-in-chief's branch

NOTE.—"The Engineer-in-Chief is not a Staff Officer but is the technical adviser of H.E. the Commander-in-Chief on all military engineering matters."

33. Staff at commands and districts.—The staff at commands and districts is divided into:— 2106 (O. R., R. D. 2).

(i) The general staff.
(ii) The adjutant-general's and quartermaster-general's staff. At command headquarters there is also a military secretary's branch of the staff.

34. Duty of the staff.—The duty of the staff is:—

(a) To assist their commander in the execution of the duties entrusted to him, to transmit his orders and instructions to subordinate commanders and to administrative services and departments, to make the necessary arrangements in connection therewith and to see that those orders and instructions are carried out.
(b) To give every possible assistance to the fighting troops and to the administrative services and departments in the execution of their tasks. Staff officers, as such, are vested with no military command, though they are responsible for the issue of orders, every order which they issue is given by the authority of and on the responsibility of the general officer commander.

34-A. Staff distributions.—Staff officers only wear staff distinctions, which are prescribed from time to time in Dress Regulations.

35. **Officers employed under the staff.**—Officers attached to or employed under the staff and officers of the administrative services and departments are not staff officers, nor do they wear staff distinctions.

2. GENERAL CONDITIONS OF APPOINTMENTS.

36. (i) Appointments to the staff will be made by H E the C-in-C. Officers so appointed will be seconded from their units in accordance with para. 48

(ii) An officer is ineligible for appointment to the staff.—

(a) Until he has been four years in the service, unless special authority has been obtained and in the case of British officers of the Indian army during the first three years of their service in the Indian army (See para 47.)

(b) Unless he has passed the examination for promotion to the substantive rank next above that held by him when selected for the appointment, except in the case of there being no reasonable probability of his being promoted until after he has completed the tenure of the appointment. In such cases it will rest with the officer to pass the examination for promotion before his turn for promotion arrives, whether this occurs before or after the completion of his tenure; and should he have failed to qualify for promotion when his turn comes he will be superseded

(c) Unless he has passed the preliminary Urdu language examination

(iii) With a view to ensuring the possession of the necessary military knowledge officers for employment on the staff will, as a rule, be chosen from those who have graduated at a staff college, or who have proved their ability and qualifications on the staff.

(iv) No officer will be appointed permanently to the staff unless declared medically fit for active service (See I. A. F M-1238.)

(v) If no qualified officer is available an unqualified officer may, with the approval of H. E the C-in-C, be appointed to carry on the duties of an authorized staff appointment which is temporarily vacant, but such appointment will be regarded as temporary only, terminable at 3 months' notice

(vi) All appointments on the staff will be for four years, after which an officer, if on the cadre of a unit, will return to regimental duty for a period of not less than one year.

All first appointments to the staff will be on probation for the first year If, at the conclusion of the probationary period, an officer is retained in his staff appointment, his tenure of four years will include the probationary period.

The tenure of a staff appointment commences from the date an officer assumes the duties of a permanent appointment and draws the full pay attached to it. Any officiating period during the absence on leave of the permanent incumbent will not be included in the term of the tenure.

(*vii*) When a staff officer proceeds on field service all appointments made in consequence will be notified as temporary. Such appointments will be subject to the sanction of the authority competent to make the permanent appointment.

37. Forfeiture of appointments.—Staff appointments are forfeited under the following circumstances —

(*a*) [illegible]

(*b*) When an officer is removed to the unemployed supernumerary list.

(*c*) When an officer succeeds to a colonel's allowance

(*d*) When an unseconded officer of the British service is transferred with or to a unit out of India, or is removed or promoted to the half pay list

When an officer takes more than eight months' leave.

38. Disposal of officers of the British service on reversion.—On completion of a tour of staff service in India officers of the British service will be disposed of as follows —

(*a*) Cavalry officers will rejoin their regiments

(*b*) Artillery officers, above the rank of regimental lieut. colonel, will proceed to England The case of officers of and below the rank of lieut.-colonel will, previous to the date on which an officer vacates his appointment, be referred to the War Office for instructions.

(*c*) Royal Engineer and Royal Corps of Signal officers, as army headquarters may direct.

(*d*) Infantry officers will rejoin a battalion of their regiment if there is one in India Otherwise the case will previously be referred to the War Office for instructions

(*e*) Officers not borne on the cadre of a unit will proceed to England.

(*f*) Officers who will complete the tenure of their staff appointments or are required to vacate owing to having exceeded the period of leave admissible under para. 892 whilst on leave in England, will apply to the India office, two months beforehand, for instructions as to their disposal.

(*g*) Before completion of the staff college course, posting orders will be obtained from the War Office by the Military Secretary army headquarters in the case of officers whose units are not on the Indian establishment and also in the case of artillery officers who apply to be transferred to the Home establishment

39. Reward for special services.—Specially meritorious service on the staff may be recognised by accelerated promotion, the recommendations in all such cases resting with H. E. the C.-in-C. This accelerated promotion will usually be granted in the form of a brevet.

3. DUTIES AT ARMY HEADQUARTERS.

(*See Appendix XXIX.*)

40. **The General Staff Branch.**—Military policy; organization and distribution of the army; plans of operations; collection and dissemination of intelligence; supervision of training; war regulations; organization and administration of the general staff; education; inter-communication services.

41. **The Adjutant-General's Branch**—Peace organization; recruiting and mobilization of the regular army and the auxiliary and territorial forces; ceremonial, interior economy, discipline, pay and pensions, and the issue of India Army Orders; the directorate of medical services is attached to the adjutant general's branch who issue all orders to commands on medical matters.

391 (M. G. S. 2-O) 42. **The Quartermaster General's Branch**—Design, specification and initial inspection of M. T. vehicles and connected stores, clothing, and all equipment in Part I of the Priced Vocabulary of Stores, other than anti-gas equipment, artificers and intrenching tools, harness and saddlery, survey and signalling equipment. Provision, maintenance and issue of supplies, forage, fuel, M. T. Vehicles and connected stores, armaments, ammunition, equipment, clothing general stores and material. Purchase of minor supplies not provided in bulk by the authority responsible for production and provision. Organisation in detail of the quartermaster-general's

Services, responsible for.—Transportation, movements, quartering, supply and transport, military works, equipment and ordnance stores, remount, veterinary.

391 (M. G. S. 2-O.) 43. **The Master-General of Supply Branch**—Design, specification, production and inspection, and scales of issue of anti-gas equipment, artificers, and intrenching tools, harness and saddlery, signalling and survey equipment, and all stores, ammunition, lethal weapons, and vehicles in Part II of the Priced Vocabulary of Stores. Patents and inventions. Control of ordnance factories and clothing [illegible]

44. **The Military Secretary's Branch.**—Administration of the personal services and appointments of officers.

4. DUTIES IN COMMANDS AND DISTRICTS.

45. **The General Staff.**—The general staff in subordinate formations will, as a general principle, deal with all subjects dealt with

by the general staff at army headquarters in so far as they are applicable. In addition they will deal with the inspection of units, review reports and confidential reports.

46. The Adjutant-General's and Quartermaster-General's Staff.—The adjutant-general's and quartermaster general's staff in subordinate formations will, as a general principle, deal with all subjects dealt with by the adjutant-general and quartermaster-general at army headquarters in so far as they are applicable. The adjutant-general's staff in districts will also deal with commissions, appointments, promotions, exchanges and retirements, of officers, which are within the province of the military secretary at army headquarters and of the assistant military secretary in commands.

CHAPTER IV.—OFFICERS—SECONDING, STAFF, PERSONAL AND EXTRA REGIMENTAL APPOINTMENTS.

1 SECONDED AND EXTRA REGIMENTAL APPOINTMENTS.

47. **Principles regarding extra-regimental employment.—**

permanent civil employ or for service in a department of the army. No officer may be withdrawn from his unit for extra-regimental employ unless eight effective officers will be left for duty or unless he will be seconded at once.

(ii) An officer of an Indian unit, who is employed extra-regimentally, will rejoin his unit two years before he would, in the ordinary course succeed to command, unless he is prepared to forego regimental promotion

48. **Seconding of officers.**—An officer will be seconded in his unit —

(i) From the date of appointment—

(a) tc

17577 (G. S. M. T. 1). Service other than R. A. whose units are on the Indian Establishment (including Sappers and Miners).

(b) to a department of the army;

(c) as commandant or adjutant of a body-guard, or the Aden Troop;

(d) to the Indian Auxiliary or Territorial Force,

(e) to the Indian Signal Corps,

03274 (M. S. 2). (f) for extra regimental employment with an overseas expedition, and when proceeding on language leave to China and Japan.

"(g) to any authorised appointment at a School of instruction in India". 03911 (M S I)

(ii) From date of employment, permanent or temporary in any civil or political capacity or under the Imperial or a colonial government, or with the Indian State Forces.

Seconding will be permissible only when it is definitely known that the period of employment will last at least one year. If the period of employment is uncertain, the officer may be seconded after six months, when in the opinion of H. E. the C.-in-C. his appointment is likely to last six months longer.

"An officer seconded will retain his regimental appointment and will be eligible for advancement as if present with his corps, *pro tem* appointments only being made in his room. On ceasing to be seconded he will resume his regimental appointment and those who held *pro tem.* appointments in his place will revert to their permanent appointments, the junior officer of all being borne as a supernumerary until absorbed or transferred to another unit. If a seconded officer is replaced by an officer from another unit the latter will be seconded in his own unit" 04?04 (M S -3)

49. ATTACHMENT TO THE STAFF.—Regimental Officers of the British and Indian services may be employed as attached officers at army, command, or district headquarters or on the staff of a formation provided their services can be spared. They will not be replaced in their unit nor will they be entitled to extra pay, and should have passed for promotion. This employment should not exceed six months in any one period.

Officers of the Indian Army Service Corps may be attached to the offices of the Deputy Directors and Assistant Directors of Supplies and Transport of the Indian Army Service Corps on temporary duty connected with the interior economy of the Corps at the discretion of the Director of Supplies and Transport. (M.A.G. 8826-at.)

49-A. *Detached Duty.*—Officers absent from their regiments A.-28022 [illegible] (A. G.-10).

(a) When attending, under due authority, any of the recognised courses of military instruction, or when attached to the staff of a G.O.C. for the purpose of being reported on as suitable for admission to the Staff College.
(b) When detached with men of their corps
(c) When employed as Assistant Recruiting officers.
(d) When placed in temporary charge of the depot of a linked battalion.
(e) When detached on any other duty for a period less than four weeks.
(f) When deputed to supervise the training of the Nepal Escort.

NOTE.—The officers in question are, however, eligible for officiating appointments on the occurrence of vacancies in their regiments, and, provided no extra expense is caused thereby, for any staff pay they would have been entitled to had they not been detached from their corps on the duties specified

2. HIGHER FORMATIONS.

50. ASSUMPTION AND VACATION OF COMMAND.—The C.-in-C. may assume command and resign it at any place in India. A.G.O., C.-in-C., a district and a brigade or brigade area commander may assume charge of his duties on arrival within the area of his administration provided that there is no permanent incumbent in the appointment. (0476? M S 1)

He will vacate his appointment,

(a) on completion of his tour of service if not specially ordered to retain command,

(b) if removed from his command, on the date following the receipt of the official order at the headquarters of the formation,

(c) if selected for any other appointment in or out of India, from the date of making over command,

03052 (M. S.) (d) on attaining the age of 57 years if a Colonel, and 62 if a Major-General, in the case of a brigade or brigade area commander,

(e) on the termination of three months from the date of the notification in the London Gazette of his promotion to the rank of,—

(i) lieut.-general in the case of a district commander,

(ii) major-general in the case of a brigade or brigade area commander (with the exception of the commander of the Aden brigade, and of any other brigades or brigade areas up to a limit of three, to which commands major-generals have been appointed).

The ruling in (e) will also apply in the case of all appointments tenable by major-generals and colonels, including those which now carry the rank of colonel commandant, but it may be suspended in the case of officers promoted for distinguished service in the field, so long as they are supernumerary in the establishment

H E. the C.-in-C is empowered at his discretion, to retain major-generals in command of 1st class districts on promotion to lieut.-general, provided that the establishment of generals and lieut.-generals is not exceeded excluding the Military Secretary, India office.

Similarly in the case of brigade areas, as differentiated from war brigades, H E. the C-in-C is empowered to increase the number of appointments tenable by major-generals up to the authorised establishment by retaining officers on promotion to that rank in command of brigade areas

3. AIDES-DE-CAMP.

15820 (G. S.) 51. An A. D. C. is not required to pass the preliminary test in Urdu but an In[illegible]
from the [illegible]
in the Ind[illegible]
or if an of[illegible]
be deferre[illegible]
officer in the unit to which he belongs.

51-A. British Service officers appointed as Aides-de-Camp to [illegible] with- [illegible] in the [illegible] Army. The acceptance of such employment by British Service officers involves no forfeiture of service or pay, and time spent as an A.D.C. counts as ordinary military duty.

These rules do not apply to officers holding appointments as *extra* Aides-de-Camp, whose conditions of appointment are governed by Article 92 (c) of the Royal Warrant, relating to appointments not remunerated from Army funds. A.-17738 Pt -II (A G -9)

52. EXTRA A. D. C.—The appointment of extra A D. C. is only authorized for special and temporary duty on the staff of H. E. the Viceroy, or H. E. the Governor of a province, and is ordinarily restricted to an officer actually serving on the Indian establishment.

53. HONORARY AS D C. TO H. E THE VICEROY.—Officers of the British service on the Indian establishment or officers of the Indian army, below the rank of major-general, who have performed distinguished service, may be appointed honorary As. D. C to H E the Viceroy.

Officers of the R. A. M C on the Indian establishment, or officers of the I. M S. may be appointed honorary surgeons to the Viceroy.

These appointments will terminate with the departure from India of the Viceroy who makes them, unless they cease earlier on the holder's retirement from the service or on his quiting the Indian establishment

[illegible]

consequence of a vacancy among those of the British service.

55. The following is the fixed establishment of Indian As D C. and Indian Honorary As D C. to the C-in-C.—

(a) 1 A D C—Seconded Tenure of appointment 5 years or till date of retirement, or in the C.-in-C. vacating his appointment, whichever comes first. On vacation this Indian Officer is eligible for appointment as Honorary A. D. C., but in no case will the combined service in the two appointments exceed 8 years.

(b) 1 A D C—Unseconded Tenure of appointment as in (a). This Indian Officer is called up for duty when required.

(c) 8 Honorary As D C., who should ordinarily be pensioned Indian Officers of long and meritorious service. Tenure of appointment 5 years.

[illegible]

4. ADJUTANTS OF THE AUXILIARY FORCE, INDIA, AND INDIAN TERRITORIAL FORCE.

57. *The appointment of Adjutants of the Units of the Auxiliary Force (India)* will be made by the General Officers Commanding-in-Chief of Commands or the General Officers commanding an Independent District. Applications for appointment will be submitted in manuscript through the proper channel to the headquarters of the command or Independent District, who will arrange postings to vacancies, in consultation with each other, where necessary. Appointments will be notified in Command or Independent District orders.

The appointment of adjutants of units of the Indian Territorial Force will be made by the Commander-in-Chief in India. Applications for appointment will be submitted in manuscript through the proper channel to the Military Secretary, Army Headquarters. Appointments will be notified in India Army Orders.

Adjutants will be appointed for a term of three years and during this period an incumbent will not, unless substantial reasons are shown be permitted to resign the adjutancy. The tenure of appointment may be extended to four years in special cases with the approval of the sanctioning authority.

No. 01852-1 (M. S. 3). The creation of an appointment as adjutant and the grouping of corps for the services of an adjutant will rest with the commander-in-Chief

5. DEPARTMENTS, CIVIL EMPLOY, ETC.

58. APPOINTMENTS TO DEPARTMENTS.—Officers of the Indian Army are eligible for appointment to departments under the Army Department of the G. of I. and to the Military Advisory Staff of the Indian State Forces (under the Foreign and Political Department of the G.

04946 (M. S. 3). [illegible]

of I. be reappointed thereto for a further term of service.

59. J. A. G.'s Department.—An officer is ineligible for appointment to the J. A. G.'s Department unless he has passed the examination prescribed in Appendix XXIV.

32030 (A. D.) 60. *Cantonments Department.*—Officers of the Indian Army who are fully qualified for retention in the Indian Army and who have less than 12 years' commissioned service [illegible] appointment to the [illegible] submitted to the [illegible] Department through [illegible] a copy of the [illegible] accepted will be required to pass the departmental examination prescribed in Appendix XXIV before they are permanently confirmed in the Department.

61. INDIAN ARMY ORDNANCE CORPS.—Appointments to the directing staff of the Indian Army Ordnance Corps are made by His Excellency the Commander-in Chief from officers of all branches of the service whether such officers are serving in India or elsewhere. Officers desirous of appointment must not (save in exceptional circumstances) have less than four or more than ten years' service.

As a general rule reference will be given to officers who—

(i) have passed the Ordnance Officers' Course referred to in paragraph 781, King's Regulations;
(ii) are in possession of an advanced class certificate (P. A. C.) of the Artillery College;
(iii) have passed the Ordnance Course at the Indian Army Ordnance Corps School of Instruction, Kirkee;
(iv) have qualified in Urdu.

Officers selected will be placed on probation for three years during which time they will be required to pass the departmental examination laid down in the standing orders of the corps, and also (within two years from date of appointment) the preliminary test in Urdu if they have not already so qualified On conclusion of three years from the date of appointment they will, if qualified and recommended, be selected for permanent employment with the Indian Army Ordnance Corps, and, if British Service Officers, be transferred to the Indian Army.

The departmental seniority of officers of the directing staff, in the case of those appointed before the 1st September 1926, will be governed by their present grading on the gradation list of the Indian Army Ordnance Corps. The departmental seniority of officers who are appointed to the Corps subsequent to the 31st August 1926 will be governed, on permanent appointment, in accordance with paragraph 83, R. A I., by their position on the gradation list of the Indian Army. During the period of probation officers will be graded by army seniority.

62.

63. FARMS DEPARTMENT.—Appointments to the military Farms Department are made from officers in the following categories with not less than three or more than ten years' service:—

(i) Officers of the Indian Army,
(ii) Officers of the British service serving in India who have performed one year's actual duty in India.

Officers of the British service will be required to pass the preliminary Urdu examination before their names can be registered. At the expiration of three years from the date of appointment, they will, if recommended, be transferred to the Indian army for permanent employment in the department.

64. SURVEY OF INDIA.—R. E. officers on the Indian establishment and officers of the Indian Army not having more than six years' service may be appointed to the Survey of India.

65. INDIAN ARMY SERVICE CORPS.—Appointments to the I. A. S. C. are made by H. E. the C.-in-C. from officers in the following categories with not less than three or more than ten years' service:—

(i) Officers of the Indian Army,

(ii) Officers of the British service serving in India who have performed one year's actual duty in India,

(iii) Officers of the Royal Army Service Corps

Officers of the British Service will, if recommended, be transferred to the Indian Army for permanent appointment to the I. A. S. C. when they have passed the necessary qualifying examinations for admission to the Indian Army, and have been qualified at the I. A. S. C.
04236 (M. S. 3). Training establishment.

As a rule selection for permanent appointment will be made from those who have been trained at the I. A. S. C. School of Instruction, Rawalpindi and have passed satisfactory examinations

R.

for

to

they will not be required to have passed in preliminary Urdu At any time after completing three years and before the expiration of the fifth year of their tour of duty, these officers will be eligible also for transfer to the I A. for permanent employment in the I. A. S. C in an authorized vacancy in the establishment of I A. S C provided they ... l for other

... Remount ... with not less than three and not more than ten years' service subject to any special exception H. E. the C.-in-C. may direct in the interests of the public service As a rule selection will be confined to the regimental unseconded officers of the Indian cavalry attached to the department for duty.

67. POLI...

Department.

68. SUPERNUMERARY LIST.—An officer of the Indian army in civil employment will be placed on the supernumerary list on the expiration

of ten years from the date of his original transfer to civil employ In exceptional circumstances, an officer may, with the approval of H. E. the C.-in-C., be transferred to the supernumerary list before he has

69. Reversion to Regimental Duty.—Officers may revert at their own request, or be compulsorily reverted, to regimental duty at any time during the following periods which are reckoned from the date of their substantive appointment to the department concerned, except where otherwise shown —

Department	Period	Department	Period.
I A S C	"3 years or until permanently appointed, whichever happens earlier"	Political Department	Three years or until permanently appointed whichever happens first
Remount Department	"	Cantonment Department	Three years inclusive of leave on m c.
Military Farms Department	"		
J A G s' Department	Three years exclusive of leave on m c or until appointed substantive D J A G	Any other civil department	Two years or until permanently appointed whichever happens first.
Ordnance Corps—			
(i) Factories and Inspection Section	Until selected for continuous service or if not selected during period of appointment		
(ii) I A O C	3 years or until permanently appointed whichever happens first		

An officer will not, however, be permitted to retain his appointment if he fails to pass, within the prescribed period, the qualifying examination subsequently required of him

CHAPTER V.—SERVICES AND DEPARTMENTS.

70. TECHNICAL ADVISERS.—In addition to the staff, there are at army headquarters and at the headquarters of commands, districts and brigades certain other officers who are either technical advisers or officers of services or departments. In the case of the general staff, these officers are technical advisers to the head of the branch for various arms of the service.

In the case of the adjutant-general's quartermaster-general's and master-general of supply branches these officers are the heads or representatives of the administrative services and departments.

The duties of these officers at army headquarters are given in Appendix XXIX In commands and districts, wherever they are represented their duties are analogous

[illegible]

cise command nor can they issue orders to subordinate formations except through the branch of the staff concerned. They are empowered to correspond direct with their representatives in the next formation below them on purely technical matters

72. DIRECTORS.—The head of an administrative service or department at army headquarters is styled a director. This officer controls the arrangements connected with his service or department in accordance with the policy of H E the C-in-C as communicated to him by the head of the branch concerned, and he advises the staff on all technical matters connected with his work. He is also responsible for the administration (other than discipline and interior economy) and distribution of the personnel and material of his service or department and communicates direct with his *representatives on all* matters of technical detail connected with his service or department, and exercises such control over them in these matters, as *he* considers necessary. The [illegible]
of all personn[illegible]
the command [illegible]
serving.

73. ASSISTANT DIRECTORS.—*Directors of* administrative services and departments are in most cases represented in subordinate formations by an officer of their directorate or service. *Where no representative* is shown with the headquarters unit, the senior officer of the service or department in the formation is the representative *of the director*. Where no such officer exists, the branch of the staff concerned *is responsible*. The functions and responsibilities of a representative are similar to and differ only in degree from those of a director

of a service or department. Technical matters are those which do not involve any question of principle or policy or the issue of orders to the troops. Directors and their representatives will keep the staff informed of all such instructions issued.

When a director or his representative in a subordinate command desires to refer important questions for the decision of H. E. the C.-in-C. or a subordinate commander, he will do so through the principal or senior staff officer concerned.

74 ORDNANCE SUPPLY SERVICES.—The organization and administration of the I A O. C comprises arsenals, ordnance depôts, clothing and boot depôts, controlled by the D E O S. under the orders of the Q M G who will advise H E the C in C on all questions relating thereto The D E O S is responsible for the pattern and scale of clothing and necessaries and for the pattern, scale and inspection of all ordnance stores in Part I of the Vocabulary, with the exception of anti-gas equipment, artificers, and intrenching tools, harness and saddlery, signalling and survey equipment and for provision, maintenance and supply of all ordnance stores and equipment The M G S is responsible for patterns scales, production and inspection of anti gas equipment, artificers, and intrenching tools, harness and saddlery and signalling and survey equipment and all equipment ammunition lethal weapons, and vehicles in Part II of the Vocabulary Details of the administration of the Ordnance services under the Q. M. G. are given in A. R. I, Vol IV. 391 (M. G. S. 2-C).

75 REMOUNT DEPARTMENT.—The remount service is controlled by the Q M G through the Director of Remounts, who is responsible for the supply and efficiency of all riding, draught and pack animals for the army in India

Remount depots are administered by A. H. Q There is an inspector of remounts attached to each command headquarters for giving technical advice on the efficiency of remounts and animals. For general administration there is a D. A D R. for each remount circle.

76 VETERINARY.—The veterinary service is charged with the care of sick animals, the administration of veterinary hospitals the [illegible] mals of the army, or mitigate or prevent disease among them.

77. MILITARY FARMS DEPARTMENT.—The Military Farms Department is under the control of the M G S and consists of two branches:—

(i) The military grass farms which provides the fodder requirements of the army,

(ii) The military dairy farms in stations where they exist are responsible so far as their resources permit, for the provision of dairy produce for hospitals, officers, soldiers and their families. 391 (M.G. S. 2-C)

CHAPTER VI.—OFFICERS—APPOINTMENTS, PRECEDENCE POSTING, EXCHANGE, TRANSFER, PROMOTION AND RETIREMENT.

1. APPOINTMENTS AND PRECEDENCE.

78. General.—An officer's service commences from the date of his first permanent commission unless otherwise specially provided for.

All appointments, whether permanent or temporary, transfers promotions, retirements and removals will be published in the orders of the sanctioning authority and, in the absence of any specified date, take effect from the date of the order in which they appear. In the case of first commissions or when higher rank, except local rank, is conferred, the notification will appear in the *Gazette of India.*

[illegible]

79-A. Officers (not medical) absent from their regiments in the following circumstances, whether holding permanent or acting appointments will be considered as on regimental detached duty, and no acting appointments may be made —

(*a*) When attending under due authority, any of the recognised courses of military instruction or when attached to the staff of a G. O C for the purpose of being reported on as suitable for admission to the Staff College.

(*b*) When detached with men of their corps

(*c*) When employed as assistant recruiting officers, or deputed to supervise the training of the Nepal Escort

(*d*) When placed in temporary charge of the depôt of a linked battalion.

(*e*) When detached on any other duty—for a period of less than four weeks.

Note.— [illegible] officiating [illegible] ments, and, [illegible] y staff pay [illegible] n detached [illegible]

80. Removal from or refusal of appointment.—No officer can be removed from a regimental appointment except by the next higher authority to that which appointed him. An officer of the Indian army is not at liberty to decline any employment for which he may be selected, nor can he throw himself out of employment by resignation of his appointment

81. Appointment to the I. A.—Officers are eligible for appointment to the Indian army in accordance with the following rules up to the age of 26 years. Applications for appointment will be submitted on I. A. F. Z-2047 :—

(*a*) Officers on the U. L when attached to a British unit will be posted to a unit of the Indian Army by H. E. the C.-in-C.

at the expiration of one year's actual duty with the British unit exclusive of all leave (excepting casual, or privilege leave), and of any period of absence in hospital. The Commander-in-Chief in India is, however, empowered, at his discretion, to [illegible] to British units of [illegible] Indian Army. [illegible] of the Indian army [illegible] the above period expires. [illegible] (M. S. 3).

(b) Officers of British cavalry, artillery, and infantry units on the Indian establishment who, at the date of application, have passed the preliminary Urdu examination and *completed* one year's regimental duty in India may be appointed to the Indian army to fill vacancies when no officers of the U. L. are available.

82 REMOVAL OF A JUNIOR OFFICER —An officer will not be permitted to remain in the service, if at any time during the first three years from date of his commission, his retention is considered undesirable. If an officer fails to pass the required tests, *viz.*, the preliminary Urdu and the professional retention examination (see paras. 349-353), within three years from date of his appointment to the Indian army he will be permitted to resign and if he declines to do so will be removed. 03628 (M. S. 3).

An extension of the term can only be justified on special grounds beyond the officer's control and an application for extention must be submitted six months before the period expires. An officer will not be permitted to remain in a cavalry unit unless on completion [illegible]

Indian Officers' holding King's Commissions, whose mother tongue is Urdu or who were born and educated in a district where Urdu is the prevailing language, are exempt from passing the preliminary test in Urdu. (See also paragraph 84.)

83. GRADING ON APPOINTMENT.—Officers of the Indian army will be graded in the gradation list and in the corps to which they are permanently appointed according to the dates of their substantive rank in the Indian army, or, when these are identical, according to the dates of their last substantive rank. Until promotion to the rank of captain, lieutenants will be graded in their corps amongst themselves according to the dates of their first commission.

84. NECESSITY FOR PASSING OBLIGATORY EXAMINATIONS.—An officer who has not passed the preliminary Urdu (other than an Indian [illegible]

Service for promotion in the Indian army in the case of officers formerly of the Royal Marines will be reckoned from the date following the completion of a period corresponding to the length of the course undergone at the Royal Military College by cadets of whom they were contemporaries.

The following may be promoted to substantive rank of lieut.-colonel without reference to length of service.

A major appointed to be—

(i) commandant of a regiment or battalion,

(ii) Military Accountant-General, a command controller; a senior deputy military accountant-general;

(iii) Director, Army Remount Department;

(iv) Judge Advocate General;

(v) Director of Farms.

No. 49780 (Q.M.G. 5). A major of the I. A. S. Corps with not less than 24 years Army Service, shall be promoted to the substantive rank of Lieutenant-Colonel if selected and appointed substantively to a Lieutenant-Colonel's appointment in that Corps, viz —

(i) A. D. S. & T. (Districts).

(ii) Commandant, I. A. S. C. Training Establishment,

(iii) Commandant "G" "K" "M" and "N" Supply Depot Companies.

64260 (Q.M.G. 5). (iv) Commandant "A" "B" and "C" Transport Depots

(v) Any other appointments in the I. A. S. Corps which may subsequently be declared by the Government of India to be analogous to a regimental command.

95. Adjustment of promotion.—Officers entering the Indian army from the British service by transfer or exchange, will have the date (or dates) of their rank (or several ranks) adjusted to the time-scale of promotion obtaining in the Indian army.

Officers applying for transfer or exchange will be required to give an undertaking that they agree to such adjustment which will not affect pay drawn prior to admission to the Indian army.

96 Brevet rank.—A captain after at least 6 years' service,

An officer holding the rank of lieut.-colonel may be promoted to the brevet rank of colonel on appointment as Aide-de-Camp to the Sovereign.

97. Retarded promotion.—An officer whose promotion may have been retarded will not be eligible for further promotion until he has served 9 years as a captain and 8 years in the substantive rank of major.

98. Promotion above the rank of Lieutenant-Colonel.—

(i) Promotion to the rank of substantive Colonel in the Indian Army will be by selection to fill vacancies in the following authorised establishment:—

Staff appointments, Cavalry and Infantry	97	
Indian Army Service Corps	8	
Indian Army Ordnance Corps	6	
Military Accounts Department	2	
Total	113	03432 (M. S. 1).

This establishment will represent a maximum and not a cadre to be invariably maintained at its full complement

(ii) No officer will be eligible to receive promotion to Colonel until he has completed 4 years in the rank of Lieutenant-Colonel or Brevet-Lieutenant-Colonel

(iii) On promotion to substantive Colonel, officers will take seniority from the date on which they completed 4 years in the rank of Lieutenant-Colonel or Brevet-Lieutenant-Colonel.

(iv) An officer selected for a Colonel's staff or higher appointment will be promoted to fill establishment as vacancies occur.

(v) Lieutenant Colonels and Brevet-Lieutenant Colonels of the I. A. S C, I. A. O. C, and Military Accounts Department will not be eligible for promotion to substantive Colonel unless selected for a Colonel's appointment.

No officer will be permitted to remain in regimental employment after promotion to substantive Colonel, except in command, but command of a regimental unit will not, however, be regarded as a Colonel's appointment A substantive Colonel may be retained in employment beyond the usual tenure of regimental command for the purpose of being appointed, if specially qualified, to command the Training Battalion of an Infantry Regiment. An officer promoted to the rank of Colonel whilst in command of an Indian cavalry or infantry unit will not be eligible for promotion to the rank of Major-General unless subsequently actually employed in an extra-regimental appointment tenable by a Colonel.

An officer below the substantive rank of General who may be [illegible] will be promoted to the rank [illegible] on the establishment.

Promotion, irrespective of establishments, may be conferred on a Colonel, a Major-General, or a Lieutenant-General:—

(i) during a period of war,

(ii) *for distinguished service in the field,*

(iii) for distinguished service of an exceptional nature other than in the field.

A General officer promoted for distinguished service or during a period of War, will be supernumerary until the date on which he would otherwise have been promoted.

A-24483 (A. G. 9). 99 ADJUTANTS, INDIAN UNITS —A King's Commissioned Officer of an Indian unit who has passed the language and retention examinations and qualified at a Small Arms School is eligible for the appointment of Adjutant, but selection should ordinarily be made from officers having approximately six years' service. The appointment is tenable for four years but will be vacated on promotion to permanent (or *pro tempore* for a year) command of a squadron or company; on joining the staff College, on being extra-regimentally employed for more than six months except on field service, or on taking leave exceeding one year.

An officer, except in very special circumstances, will not be appointed adjutant of a cavalry regiment, unless he has qualified at a Cavalry School.

The district commander is the sanctioning authority for the appointment except in training battalions; in these the appointment is made by H E the C -in-C.

A.-24483 (A. G. 9). 100 QUARTERMASTERS, INDIAN UNITS —A King's Commissioned Officer of an Indian unit who has passed the language and retention examination is eligible for the appointment of Quartermaster. The officer selected should ordinarily be junior to the Adjutant The appointment is tenable for four years The appointment will be vacated as laid down in the preceding paragraph

The district commander is the sanctioning authority for the appointment except in training battalions; in these the appointment is made by H. E the C -in-C.

101. MEDICAL EXAMINATION OF CERTAIN OFFICERS RETURNING FROM SERVICE EX-INDIA.—On return direct to India from Imperial service abroad of a non-regimental officer (or an officer detailed from his unit for such service) he will be medically examined as to his fitness for duty and he will not be allowed to resume duty in India till he is pronounced fit by a medical board

3. HALF-PAY, RETIREMENT AND RESIGNATION.

102. (a) All applications of officers of the Indian Service (including those in receipt of unemployed pay or on the temporary non-effective list) to resign their commissions or to retire from the Service, will be forwarded through the prescribed channel to A H. Q, for the orders of the G. of I.

(b) All applications of officers of the British Service (including those in receipt of half-pay) to resign their commissions or to retire from the service will be forwarded direct to the War Office by the G O C -in-Command or G. O. C. Independent District concerned, and a copy sent to the M. S., A H. Q, for information. A copy of the subsequent War Office orders will be furnished to the M S., A. H. Q, for completion of records

(c) In forwarding such applications the unit commander will, when it is the result of misconduct or anything affecting the officer's honour or character as a gentleman, state all the circumstances and particulars of the case. The authority responsible for forwarding the statement to A H Q, or to the War Office as the case may be, will ascertain that this gives a complete account of the case before forwarding it.

(d) When forwarding the application of an officer (British or Indian Service) to resign his commission or to retire from the Service, the unit commander will state whether — 05147 (M. S.-3).

(i) all regimental claims have been paid;
(ii) he is aware of any outstanding public claims, and
(iii) there is any objection to the resignation or retirement being sanctioned.

[illegible]

final certificate, clearly endorsed as such, of demands, if any, outstanding against the officer, or a *final* certificate, clearly endorsed as such that there are no such demands, and forward this certificate to the India Office as early as possible, but not later than six months from the date of the officer's resignation or retirement.

When, in cases where officers are about to retire with gratuity, Cs. M. A. have reason to believe that public demands are outstanding against such officers, they should report the fact to the India Office by telegram, if necessary, with a view to a portion of the officer's gratuity, corresponding to the estimated demand believed to be outstanding, being withheld pending the submission of a final no-demand certificate.

Immediately upon the notification of the retirement on pension of an officer in India, or, if the retirement takes place in the United Kingdom, immediately upon receipt in India of the Weekly List advising such retirement, the C M A, who previously issued pay, will obtain a certificate of the demands, if any, outstanding against the officer, or a certificate that there are no such demands, and forward this certificate to the India Office as early as possible, but not later than six months from the date of the officer's retirement. A-37699 (A. G.-13).

(e) A military officer who resigns the service vacates any civil appointment that he may be holding 02560 (M. S.-2).

103 Resignation, British service.—An officer who, under the provisions of Article 523 or 525 of the Pay Warrant, has been called upon to retire or resign his commission will, after his retirement or resignation has been ordered and on submitting an application through the usual channel, be accorded an interview with a member of the Army Council in order that he may have an opportunity of further stating his case, should he so desire

In his application to retire on retired pay an officer will notify his intended place of residence, and any subsequent change of address before retirement will at once be reported to the War Office.

104 Resignation, Indian service—The applicant will give a prospective date from which it is desired that the resignation or retirement shall take [illegible]
than three months, if
that the retirement sh
application will also s
pension.

[illegible]

relieved of his duties until receipt of intimation that the application has been accepted In the case of an officer on leave, duty, or residing unemployed in the U K the application will be addressed to the Under-Secretary of State for India, India Office

A.-31202
(A. G.-14). **104-A.** Unless there are special reasons, questions affecting the pension of an officer will not ordinarily be considered until he actually retires. This rule does not, however, prohibit the consideration, [illegible]

he is still in employ.

104-B Where delay in reporting on a pension claim is anticipated, the Controller of Military Accounts concerned may, upon a declaration, as follows, by the officer, sanction the immediate disbursement of the pension to which after the most careful summary investigation that he can make without delay, he believes the officer likely to be entitled:—

Declaratio— Whereas the [illegible]
sanctioning
me the sum
tion of the [illegible]
amount of m
advance, I fully [illegible] my pension is subject to revision [illegible]

[illegible]

found entitled

subsequent payments.

105. Age limit for commanders units—The tenure of command of an Indian unit is limited to four years. Officers must vacate their regimental appointments on attaining the age of 50 years, in the case of Cavalry Officers, and 52 years in the case of Infantry and Pioneer Officers. An officer will be ineligible for appointment as Commandant of a unit after attaining the age of 48 years, in Cavalry, and 50 years in Infantry and Pioneers. 04333 (M. S.-3).

106 Removal form the cadre of a unit.—An officer will be removed from the cadre of an Indian unit:—

(i) on being permanently posted to a staff appointment which is not tenable by an officer on the cadre of a unit;
(ii) on being permanently posted to any staff appointment when holding the command of a unit,
(iii) on being promoted to the substantive rank of colonel, if not permanent commandant of a unit;
[illegible] which he may revert to [illegible] the case of officers [illegible] pecified period on a colonial or other appointment under the Imperial Government;
(vi) on vacating command.

107 Compulsory retirement—Officers of the I.A. come under the compul ory retirement clauses of the R. W., viz., on attaining the following ages.— 03261 (M. S.).

Lieut.-colonel	55	years.
Colonel	57	"
Brevet-Colonel		
Major-general	62	"
Lieut.-general	67	"

A general officer shall be retired after 3 years' non-employment, which shall be exclusive of any period of non-employment prior to his promotion to the rank of major-general, and shall reckon only from the date of his vacating any appointment which he may continue to hold after such promotion. 04987 (M. S.-1).

107-A. The rules in the Royal Warrant for Pay, 1922, Articles 475 and 543, with any subsequent modifications, apply equally to officers of the Indian Army who are removed from the active list on reduction of establishment.

107-B. An officer of the Indian Army may at any time be called upon to retire, or to resign his commission, for reasons other than misconduct, should the circumstances of the case, in the opinion of the Secretary of State for India, require it. A.-21195 (A. G.-9).

108. Age limit for departmental appointments.

(a) The following are the only departmental appointments which may be held by officers of the Indian Army after attaining the age of 52 :—

(i) Director or Deputy Director.

(ii) Assistant Director of Farms, Senior Assistant Controller of Dairy Farms and Senior Assistant Controller of Grass Farms.

(iii) Remount Officer with Command Headquarters (only on the special recommendation of the Quartermaster General in India in each individual case).

(iv) Chief Ordnance Officer, Superintendent of an Ordnance Factory, and Ordnance Consulting Officer, India Office.

(v) Judge Advocate General, Deputy Judge Advocate General

(vi

(b)

the 1st July 1910, whether they elect to remain on the

391
(M. G S) after the 1st July 1910.

(d) Sub-para (a) above does not apply in the case of continuous service officers of the Royal Army Veterinary Corps who are governed by the compulsory retirement clauses of the Royal Warrant.

02629
(M. S.-1).

During unemployment, officers may elect to reside in or out of India.

(i) General officers.

(ii) Colonels and Lieutenant-Colonels who have completed the prescribed tenure of command of a unit or of a staff or adminis-

(iv) Officers of departments who are required to vacate their appointments on attaining the age of 52 years, or under sub-para. (ii) above.

(v) Officers over 55 years of age who may be required under the rules to vacate staff, departmental or civil appointments and for whom other suitable employment cannot be found

An officer, if he so desires, may be unemployed up to three years

A.-38490
(A. G.-19). 109-A. An officer of the Indian service who returns to duty in India from the temporary non-effective list shall normally be restored

to the active list with effect from the date on which he reports for ordres, as an unposted officer, to the embarkation authorities at the port of disembarkation.

110. *Application to reside in or out of India unemployed*:—An officer will apply to the district commander for permission to reside in or out of India as the case may be and this permission will be notified in district orders. He may, with the sanction of the S. of S. or of the district commander to which he originally belonged, according as to whether he is residing in England or in India, change his place of residence at any time.

111. **Officers, insane.**—When an insane officer is sent home, a report of the name and probable date of arrival of the ship in which he sails and the address of his next-of-kin will be sent by the district commander to the G of I in time to allow of arrangements being made before the officer reaches England.

An insane officer will not be granted any definite period of leave but immediately on his being invalided, the statement of his case (I.A.F.M -1243), together with A F.B -183 and I.A F.M.-1244, will be sent by the district commander to the Under Secretary of State, *India Office, accompanied by a special report.*

111-A. An officer of the Indian Services, whether on full pay or half-pay, who is pronounced insane by the regulated medical authority, shall be retired from the service from such date as the Secretary of State may determine. A.-36155. (A. G.-9.)

4. ARMY IN INDIA RESERVE OF OFFICERS.

112. The rules for appointment to and service in the Army in India Reserve of Officers, are given in Appendix XXX.

5. ROYAL ENGINEER OFFICERS.

113 **Employment of service.**—The general rules regarding the employment and conditions of service of R. E officers in India will be found in R E Corps Memoranda (India).

NOTE.—Details of the employment and conditions of service of officers of the R E (I. A.) are contained in Appendix XXXIV. A.-28698 (A. G.-7).

6. INDIAN SIGNAL CORPS.

114 CONDITIONS OF SERVICE, BRITISH OFFICERS —Officers of al arms of the British and Indian service, if medically fit for active service and qualified in accordance with regulations that may be published from time to time, are eligible for appointment to units of the Indian Signal Corps. Subalterns on appointment will be unmarried. Selected officers will be liable for appointment or transfer to any Indian Signal unit.

Officers will be appointed to the Indian Signal Corps for four years, or until promotion to the next higher rank, and, excepting R E officers they will be seconded regimentally from date of appointment.

A company officer of a signal unit selected for appointment as a company commander will commence a fresh term of four years.

Subaltern officers of the Indian army serving with Indian Signal units may, at their own request, be permitted to serve on as company officers after promotion to captain to complete four years in all.

Subaltern officers will be liable for selection to undergo the prescribed course of telegraphy under the Indian Telegraph Department.

A.-28698 (A.G.-7). NOTE.—Details of the employment and conditions of service of officers of the Indian Signal Corps (Special List) are contained in Appendix XXXIV

7. INDIAN OFFICER.

115. Precedence.—The order of precedence is as follows :—

(i) Risaldar-major, subedar-major, sub assistant surgeons ranking as subedar-major.

(ii) Risaldar, subedars, sub-assistant surgeons ranking as subedars, senior veterinary assistants 1st class

(iii Jemadars, sub-assistant surgeons ranking as jemadars, senior veterinary assistants 2nd class.

116. Promotions to Comissioned Rank—All promotions of In[illegible]
cie [illegible]
su [illegible]
his [illegible]
commission.

[illegible]

Regiment, Jullunder.

Officers Commanding, British battalions, will furnish half-yearly, on 1st January and 1st July, to the Officer Commanding, British Infantry, Training Company, 10-17th Dogra Regiment, the following rolls :—

(i) A roll of all non-commissioned officers recommended for promotion to Jemadar, to show length of service and class.

(ii) A similar roll of all Jemadars recommended for promotion to Subadar.

(iii) In the event of any officer or man on the above rolls ceasing to be recommended for promotion through any cause an *interim* report will be rendered immediately so that the individual's name may be removed from the consolidated roll.

These rolls [illegible]
ing I [illegible]
class [illegible]
man [illegible]
a dra [illegible]

All vacancies in Indian Officer ranks will be reported to the Officer Commanding the Training Company as they occur.

The establishment of Subadars by classes to be worked to is :—

Punjabi Mussalmans (Trans-Jhelum)	3
Punjabi Musalmans (Cis-Jhelum)	3
Ranghars	2
Kumaonis	2
Ahirs	5
Jats	3
Rajputs	4
TOTAL	22

A non-commissioned officer of an Indian cavalry or infantry unit 13827 (G.
will be required to qualify in the rifle and light automatic at a Small S. M. T.-1)
Arms School before he can be considered as eligible for promotion to commissioned rank. A non-commissioned officer of a pioneer unit will be required to qualify in the rifle only. For the examination for promotion to commissioned rank, see Appendix XXXIII.

For a special syllabus for non-commissioned officers of the Indian 18753 (G.
Signal Corps for promotion to commissioned rank, see Appendix T.M.T-1.)
XXXVI.

117. Qualifications for commission rank.—A n.c.o. recommended for a commission will not be over forty, nor have more than twenty-two years' service. A jemadar with more than twenty-nine years' service will not be promoted.

Should special reasons exist for the promotion of any individual over the age or service limit (or both) such case will be made the subject of a special report, and be submitted for decision on its merits to the district commander.

118. Candidates for direct commissions.—Direct commissions are granted only by the Government of India.

(i) Such commissions will be given only to Indian gentlemen belonging to a recognized fighting class.

(ii) Candidates will not as a rule be above 20 years of age and on appointment must not be above 23 years of age.

(iii) Candidates will apply direct to the Officer Commanding the unit to which they desire appointment.

(iv) If there is a vacancy, or if one is likely to occur within a reasonable time before the applicant has attained the age limit, the Officer Commanding will arrange to interview the candidate. At the interview he will satisfy himself :—

(a) that as regards personal appearance, physical fitness, character and disposition the candidate is fit to be an officer,

(b) that the candidate's educational attainments are at least up to the standard of the Indian Officers of the unit who have been promoted from the ranks.

Should the candidate be satisfactory in all respects and the Officer Commanding be willing to take him, I. A. F. Y-1935 will be completed,

verified if necessary by the Civil authority, and forwarded, together with I. A. F. Y-1925, to the A. G. in India through the proper channel.

(v) The candidate will then be gazetted as a Jemadar on probation and will serve as such for three years. During this period the candidate will be treated in every respect as an Indian Officer, but will be required to learn and perform the duties of each rank up to and including havildar or dafadar. He will serve in each of these ranks for six months. For the remaining eighteen months of his probationary period he will serve as a Jemadar, taking his place with others of his rank on the battalion roster.

A.-33221 (A. G.-9). (vi) While on probation a candidate may at any time, if found unsatisfactory, be invited to resign. If he declines to do so, he will be liable to removal from the service.

(vii) At the end of the period of probation a report on the candidate will be submitted to the A. G. If the candidate is finally accepted by His Excellency the Commander-in-Chief, his commission will be confirmed in the *Gazette of India* and will bear the date of his first appointment on probation.

119. Accelerated promotion. The [illegible]

[illegible] respects likely to become fit for a commission, obtain accelerated promotion to the commissioned ranks.

Lists of such candidates will be kept by R. Os. Unit commanders requiring a candidate for accelerated promotion will apply to the R. O. concerned, who will place the [illegible]

Such candidates will enrol in the unit in which they desire to be appointed, and will serve in the ranks for at least 18 months, drawing the pay of rank in which [illegible] num period of [illegible] be fit for com- [illegible] be appointed [illegible] and their names published in the *Gazette of India*.

While on probation a candidate may, at any time, if found unsatisfactory, be invited to resign. If he declines to do so, he will be liable to removal from the service.

Appointment to commissioned rank within five years from the date of attestation will be considered accelerated promotion and will require the sanction of H. E. the C.-in-C. for whose orders a report regarding the officer will be submitted to the A. G. on the expiration of the probationary period of service.

If the retention of the Indian officer is considered desirable, he will be confirmed in his rank with effect from the date of his appointment on probation.

120. Direct or accelerated commission vacancies.—Not more than one vacancy in every four in a cavalry regiment and one in every five in an infantry battalion will be filled by officers to whom direct or accelerated commissions have been granted. In the case of Gurkha battalions special consideration will be shown to those candidates who, instead of being brought up in the lines of a battalion, have been sent at an early age by their parents to be educated in Nepal.

121. Terms of service, Remount Department.—Personnel selected for appointment as Indian officers in a horse-breeding area of the A. R. D. will not usually be above the rank of jemadar. Indian Officers or n.c.os. on appointment will be on probation for two years. If confirmed in the appointment on termination of the probationary period the incumbent if a n c.o. will be promoted to the rank of jemadar with retrospective effect from date of appointment.

The period of service for promotion will be 10 years army service in the rank of jemadar to qualify for promotion to the rank of risaldar. Promotion to the rank of risaldar-major is left to the discretion of the head of the department.

122. Honorary King's commissions.—Indian Officers of the Indian Army who have rendered specially distinguished service, and who are serving on the acting list, may be granted Honorary King's commissions as Captains and Lieutenants. In the case of cavalry and infantry units, the officer recommended will ordinarily be of the rank of risaldar-major or subadar-major, respectively, and if serving in the Artillery, Sappers and Miners, Signals or Indian Army Service Corps, be of a rank not lower than that of risaldar or subadar. A-6901-Pt. II (A. G.-9).

There is no fixed establishment of captains and lieutenants and vacancies on occurring will not be filled, but H. E. the C.-in-C. may at any time nominate for the grant of Honorary King's commissions Indian officers whose services he considers to be of exceptional merit. Indian officers holding Honorary King's commissions with the rank of lieutenant are eligible for promotion to the rank of captain on the recommendation of H. E. the C.-in-C.

[illegible]

in accordance with I A R. 2-2000.

Indian officers granted Honorary King's commissions will be supernumerary to the establishment of British officers of the unit to which they belong but, so long as they remain on the active list no promotion to or in the cadre of Indian officers of the unit will be made in their place.

123. Applications to resign.—Applications from Indian officers to resign will give their reasons for the step and be forwarded to the district commander for transmission to the A. G. for the orders of H. E. the C.-in-C. Applications from Indian officers on probation to resign their appointments, will be submitted for the orders of H. E. the C.-in-C.

124. Seconding.—The rules in para. 154 (ii) are applicable to Indian officers.

125. Commissions and warrants.—Commissions and honorary commissions for Indian officers and warrants for all departmental and non-departmental Indian warrant officers are granted by the G of I.

Applications for the replacement of such commissions or warrants will be submitted to the Secretary to the G. of I., Army Department, but only in cases where the fact can be satisfactorily established that the loss occurred in circumstances beyond the owner's control.

CHAPTER VII.—OTHER RANKS, BRITISH AND INDIAN—ENLISTMENT, SERVICE, PRECEDENCE, RANK AND APPOINTMENTS, PROMOTION, TRANSFERS, SECONDING, DISCHARGE, RESERVE, FAMILY PENSIONS.

1. ENLISTMENT AND TERMS OF SERVICE.

British army.

126. Recruiting.—
permitted by the Wa
"Regulations for Recr
Only persons of Europ
enlistment will be effe
unit concerned without the sanction of the district commander

Indian army.

127. Recruiting.—The A. G has been vested with the entire executive control over the recruitment of all personnel, combatant and non-combatant, which is included from time to time in the sanctioned establishment of a fighting unit or of any of the administrative services of the army.

Detailed instructions regarding recruiting are contained in "Recruiting Regulations, Indian Army." All combatants have to be attested. The non-combatants who are to be attested are shewn in the I.A.A. rule 8 See Appx. XXXI. Combatants are enrolled on form No. 1, I.A.F.K.-1162 and non-combatants on their appropriate forms

128. Terms of service.—The normal periods for which persons shall be enrolled as combatants and non-combatants under the Indian Army Act, 1911 (VIII of 1911), are given in the following table :—

Details.	Minimum colour service.	Period of combined colour and reserve service
Combatants.	Years.	Years
Cavalry	7	15
Aden Troop	4	6
Royal Artillery (except those serving with Heavy Artillery)—		
Gunners	6	15

Details.	Minimum colour service.	Period of combined colour and reserve service.
Combatants—contd.	Years.	Years.
Drivers (Horse)	5	15
Drivers, Motor R. A.	6	15
Royal Artillery (serving with Heavy Artillery)	4	0
Royal Artillery personnel of Fort Armaments	4	0
Sapper and Miner Corps (except Burma Sappers and Miners)	7	15
Burma Sappers and Miners . . .	5	15
Indian Signal Corps	5	15
Drivers (M T.) Indian Signal Corps .	6	15
Indian Infantry and Pioneers (except Gurkha battalions, the 20th Burma Rifles, the 4th Hazara Pioneers and Trans-Frontier personnel of Indian Infantry).	5	15
Gurkha Battalions	4	0
20th Burma Rifles	7	15
4th Hazara Pioneers	4	0
Escort to the British Envoy (Nepal) .	4	0
Trans-Frontier personnel of Indian Infantry.	4	0
Indian Combatant personnel of British Infantry battalion machine gun platoons.	6	0
Indian military establishment of the Indian Army Ordnance Corps.	4	0
Sepoy establishment of the Proof and Experimental Establishment, Balasore.	4	0

Details.	Minimum colour service.	Period of combined colour and reserve service.
Combatants—concld		
	Years.	Years.
Animal Transport personnel of the Indian Army Service Corps [except Bullock drivers and personnel of Camel Transport Companies (silladar)].	6	15
Supervising personnel of Camel Transport Companies (silladar), i.e., Quartertermaster and Troop Dafadars and Naicks	4	0
Drivers of the Indian Army Service Corps, Mechanical Transport	6	15
Indian Army Veterinary Corps . .	6	15
The Works Corps.	2	0
Remount Squadron	7	0
Special Combatant Classes.		
Bandsmen, musicians, trumpeters, drummers, buglers, fifers, pipers, and clerks of recruiting offices.	10	0
Clerks, artificers, mechanics R A, armourers, engine drivers, farriers, carpenters, tailors and bootmakers except in the case of those enrolled in the Works Corps and of those who are non-combatants.	10	0
Drivers of the Indian Army Service Corps (M T.) enrolled direct into the reserve.	0	0
Non-combatants.		
Indian Corps of Clerks (Indian Wing) .	10	0
Bullock drivers, Indian Army Service Corps	6	0

Details	Minimum colour service	Period of combined colour and reserve s rvice.
Non-combatants—contd	Years	Years.
Silladar camel drivers, Indian Army Service Corps	7	0
Artificers, Indian Army Service Corps, Mechanical Transport.	6	15
Indian Hospital Corps (except Ambulance Section)	3	0
Indian Hospital Corps, Ambulance Section	5	20
All Class I followers, except those of Animal Transport and Supply units	5	0
Class I followers of Supply units . .	3	0
Class I followers of Animal Transport units	10	0
Artificers of the Indian Army Service Corps Mechanical Transport, enrolled direct into the reserve	0	9

A.-33762 (A. G.-2). Persons originally enrolled for colours service only or for colour and reserve service combined may be transferred, with their own consent, to the reserve, in accordance with the regulations for the time being in force. Persons so transferred must complete in the reserve the unexpired period, if any, for which they were enrolled and should then, for the purposes of further service and discharge, be treated in the same manner as persons enrolled direct into the reserve.

129. Verification rolls.—No person enrolled under the I.A.A. will be attested until his character and antecedents have been verified in accordance with the instructions contained on I.A.F.K.-152. The necessary steps to obtain the information will be taken immediately after the enrolment of every person eligible for attestation.

130. Attestation.—When a person enrolled as a combatant, or in one of the classes of non-combatants for whom attestation is pres-

scribed is reported fit for duty he will, provided his character and antecedents have been verified and found satisfactory, be attested in the manner provided in the I A.A. and rules made thereunder. This will generally be carried out by the unit commander, detachment or head of the department with which the person to be attested is serving, but may, when necessary, be carried out by any other officer prescribed on this behalf in the I.A A. rules or by a magistrate.

131. Recruit boys, Gurkhas.—The sons (orphans having the

those intended for employment as drummers, buglers or musicians. The unit commander may discharge a recruit boy for misconduct, unsuitability or at his own request.

Boys will not be transferred to the ranks or attested until 16 years of age, and then only if sufficiently matured If they do not attain the required physical standard by the age of 18 years, they will be discharged by the unit commander Recruit boys shall remain at regimental headquarters where they will be regularly drilled and attend the regimental school.

2. PRECEDENCE, RANK, APPOINTMENTS, AND PROMOTION.

(a) British.

132. Order of precedence, British ranks.—The following is the order of precedence of w os subject to the Army Act Those bracketed together rank with one another according to the dates of promotion or appointment —

Warrant officers, Class I.

1. Assistant surgeon, 1st and 2nd class
   Conductor.
   Master gunner, 1st class.
   Warrant officer instructor, class I, education.
   Staff serjeant-major, 1st class.
2. Assistant surgeon, 3rd and 4th class.
   Master gunner, 2nd class.
   Sub-Conductor.
3. Garrison serjeant-major.
4. Bandmaster, regimental or brigade serjeant-major (ranks in his corps senior to all w. os.), Warrant officer instructor, class II education, serjeant-major on the U. L. staff serjeant major.

Warant officers, Class II.

Master gunner, 3rd class.
Warrant officer instructor, education.
Garrison quartermaster-serjeant.
Regimental quartermaster-serjeant.
Squadron serjeant-major.
Battery serjeant-major.
Company serjeant-major.

133. Orderly room serjeants.—On appointment as orderly room-serjeant, an n c.o. will receive the rank of serjeant and will be promot-

misconduct.

When an orderly room serjeant holding rank as staff serjeant or quartermaster serjeant, or orderly room clerk holding rank as serjeant, is reduced from such rank by sentence of court-martial, but retained in his appointment as orderly room serjeant or orderly room clerk, he will in order to regain each step of rank forfeited, serve for three years in an efficient manner

Service in the appointment of orderly room clerk rendered in the rank of serjeant reckons towards promotion to the rank of staff serjeant on appointment as orderly room serjeant.

134. Soldier clerks in military offices.—British soldiers of good character, classified as second class shots and possessing a second class certificate of education may do duty as clerks in military offices in the district in which their unit is stationed. If the unit leaves the district a clerk may only be retained with the approval of the G O C.-in-C. the command in which the office is situated. Clerks of the mounted branch will attend riding school once a week unless excused by the brigade commander. They will live in barracks. A clerk will rejoin his unit one month before it leaves India. Regimental promotions in the place of clerks are not admissible.

135. Withdrawal of soldier clerks.—The sanction of the brigade commander is required to the withdrawal of a soldier clerk by the unit commander A man, who desires to terminate his employment as a clerk, will give one month's notice to the head of the office.

136. R. E. other ranks.—Details regarding the employment and conditions of service of R. E. British ranks in India are contained in R. E. Corps Memoranda (India)

R. E. soldiers in India are normally employed in the following services :—

(a) Sappers and Miners.
(b) Defence Light Sections.
(c) Military Engineer Services.

All R. E. soldiers serving in India are borne on the strength of
H ' Com]
branch, A
Office and
posting and transfers.

137. Indian Signal Corps.—All British ranks of the Royal Corps of Signals serving with the Indian Signal Corps are borne on the strength of "L" Coy. Royal Corps of Signals, headquarters of which are at A. H. Q., with a detachment at the Signal Training Centre and Depot, Jubbulpore.

All questions regarding the employment of British ranks (other than Royal Corps of Signals) with the Indian Signal Corps will be referred to the Commandant, Signal Training Centre and Depot, Jubbulpore.

138. Instructors, Auxiliary Force.—The rules regarding the appointment of serjeant instructors to the Auxiliary Force, will be found in the Auxiliary Force Regulations, India.

Duties of n. c. os. of the instructional staff are laid down in the above regulations.

139. Promotions in British units.—When British battalions arrive in India without their proper complement of w. os. and n. c. os. promotion may be made up to the full Indian establishment irrespective of the supernumeraries at the depôt. Such promotion will not be made in the place of men who are left behind temporarily.

140. Promotions, British drafts.—When information has been received that a draft is arriving from England regimental promotions will not be made till it arrives. Any n. c. os. with a draft in excess of the units complement will be borne as supernumeraries until absorbed.

141. Promotions in British units proceeding to England.— A.-26907

142. Dates from which promotions can be made.—For the dates from which promotions may be made to fill vacancies in British units *see* P. & A. Regs.

143. Absorption of supernumeraries.—A soldier removed from an appointment to which a specific rank is attached and reverted to the ordinary duty of his rank will remain supernumerary until absorbed into the first vacancy which occurs.

144. Royal Engineer's
a
c
t
any purpose other than discharge to pension.

In addition, however, promotions on the Indian establishment are made as follows:—

(a) Sappers and Miners . to Sapper and Miner rank.
(b) Defence Light Sections . *Nil.*
(c) Military Engineer Services to India Unattached List departmental rank.

The rank to which a R. E. soldier is promoted on the Indian establishment is substantive rank for the purposes of pay, and for pension provided that pension service is completed while on the Indian establishment.

145. Promotion, Indian Signal Corps, British ranks.—The establishment of w. os. and n. c. os. will be maintained as follows:—

(a) All appointments to lance-corporal will be made by the commandant of the unit in which a vacancy occurs, from a roll of men belonging to the unit.
(b) All promotions and appointments to the rank of corporal and upwards will be made by the Commandant, Signal Training Centre and Depôt, from a general roster of men transferred to the India Unattached List (Indian Signal Corps).

(b) Indian.

146. Rank, appointments and order or precedence.—The rank, appointment and order of precedence held by persons subject to the I. A. A. are set forth below The grant, under authority, of any appointment therein detailed confers on the holder the rank specified,

ment.

(i) Rank as warrant officers.

Veterinary assistant, 1st class.
Veterinary assistant, 2nd class.
Veterinary assistant, 3rd class.
Sub-assistant surgeon, under 5 year's service.

(ii) Rank as dafadars or havildars.

(1)
- Regimental dafadar-major.
- Regimental quartermaster-dafadar.
- Corps havildar-major (S. and M.)
- Troop havildar-major (S. and M.).
- Battalion havildar-major.
- Battalion quartermaster-havildar.

(ii) Rank as dafadars or havildars—*contd.*

(1)
- Depôt havildar-major (Signal Training Centre and Depôt).
- Depot quartermaster-havildar (Signal Training Centre and Depôt).

(2)
- Squadron dafadar-major.
- Squadron quartermaster-dafadar.
- Battery havildar-major.
- Battery quartermaster-havildar.
- Quartermaster dafadar, I.A. S. C.
- Company havildar-major.
- Company quartermaster-havildar.

(ii) Rank as dafadars or havildars.—*contd.*

(3)
- Dafadar.
- Armourer-dafadar.
- Drill-dafadar.
- Pay-dafadar.
- Signalling-dafadar.
- Transport-dafadar.
- Farrier-dafadar.
- Trumpet-major.*
- Dafadar-clerk.
- Farrier-major.
- Dafadar shoeing smith.
- Artificer-havildar.
- Fitter (artillery).
- Gunner havildar.
- Driver-havildar
- Sirdar (ordnance)
- Farrier-havildar (if of the rank of havildar).
- Havildar.
- Armourer-havildar.
- Band-havildar.
- Drill-havildar.
- Drum-major.*
- Bugle-major.*
- Fife-major *
- Havildar-clerk.
- Pay-havildar.
- Provost-havildar.
- Signalling-havildar.
- Transport-havildar.

(iii) Rank as naik.

(4) Lance-havildar.

(iv) Rank as lance-dafadar or naik.

(5)
- Lance-dafadar.
- Pay lance-dafadar.
- Clerk lance-dafadar.

(iv) Rank as lance-dafadar or naik—*contd.*

(5)
- Signalling lance-dafadar.
- Provost lance-dafadar.
- Drill lance-dafadar.
- Artificer-naik.
- Gunner-naik.
- Driver-naik.
- Farrier (if of the rank of naik).
- Quartermaster naik field troops (S. and M.).
- Naik.
- Pay-naik.
- Clerk-naik.
- Signalling-naik.
- Band-naik.
- Drill-naik.
- Tindal (ordnance).
- Storekeeper (if of the rank of naik).
- Naik-dressers.

(v) Rank† as sowars, gunners and drivers, sappers, sepoys, and riflemen.

(6)
- Acting lance-havildar.*
- Acting pay-dafadar.*
- Acting pay-havildar.*
- Lance-naik.*

(7)
- Sowar.
- Gunner.
- Driver.
- Sapper.
- Sepoy or rifleman.
- Assistant armourer.
- Trumpeter.
- Bugler or fifer.
- Drummer.
- Musician.
- Signaller
- Carpenter.
- Boot-maker.
- Tailor.
- Clerk.

(v) Rank† as sowars, gunners and drivers, sappers, sepoys, and riflemen —*contd.*

(7)	Farrier-shoeingsmith. Rough rider. Artificer. Storekeeper.	(7)	Saddler Saddletree-maker. Orderlies, Indian Hospital Corps.

† Officers commanding Indian cavalry, infantry and pioneer units may, in special cases, promote any non-commissioned officer or man whom they consider in the interests of efficiency, fit to hold higher rank, provided that the authorized establishment of various ranks as well as the appointments in the sanctioned establishment for which extra duty pay or grade pay is admissible, are not exceeded.

147. Soldier clerks.—The clerical establishments authorized for units of the Indian Army are included in the peace establishment of the unit to which they belong. The conditions of service are as follows —

(a) A clerk will be enrolled and attested as combatant for a period of not less than 10 years' colour service. He will serve on probation for two years, at any time during which period he may if considered unlikley to be suitable for a clerical career, be given the option of discharge or of transferring to combatant duty, provided that he is medically fit and that he belongs to a class from which combatants are recruited

(b) Retirement will be compulsory on completion of 28 years' service.

A-30933
(A. G.-11)

(c) Grade pay may be forfeited entirely or in part for a period not exceeding six months for inefficiency. But the forfeiture shall not extend beyond a period of one month unless the clerk is inefficient for longer than that period, in which case the for-

When a clerk whose grade pay has been forfeited entirely ...

to the vacancy.

Grade pay may at the discretion of the commanding officer either be continued during authorized absence or sickness, or be granted to the person performing the duties of the absentee.

(d) Pensions, gratuities, etc., will be admissible according to the rank for which pay is drawn and subject at all times to the regulations in force.

(e) At least 50 per cent of the clerical establishment of the unit shall be fit for service in the field and the remainder shall be fit for depot duty in India.

148. [illegible]

filled by men of the same class.

149. Lance rank.—The authorised number of paid lance-dafadars, lance-havildars and lance-naiks is laid down in peace establishments. A unit commander is also permitted to appoint unpaid lance-dafadars, lance-havildars, and lance-naiks at his discretion provided such appointments are considered to be essential to the efficiency of the unit

149-A.—No officer has authority to make promotions to substantive rank, or appointments to paid acting rank, where the total, either singly or combined, causes the numbers of ranks to be in excess of authorized establishments Any promotions or appointments so made will be cancelled A.26679 (A. G.-9).

150. Reduction of an inefficient n. c. o.—When a person subject to the I. A. A. who was promoted to non-commissioned rank by reason [illegible]

[illegible]

151. Pay, n. c. os.—The appointment of pay-dafadar or pay-havildar will be held by a n. c. o. who will keep in the vernacular the company order book and accounts and prepare the pay documents. Should it be necessary in exceptional circumstances to employ a private soldier (including an acting n c. o.), he will be appointed acting pay-dafadar, or acting pay-havildar, as the case may be

152. Promotion of Indian combatants of British battalions.—All promotions up to and including the rank of havildar will be made by the unit commander.

153. Promotion, Indian Signal Corps.—(a) All appointments to lance-naik will be made by the unit commander.

(b) All promotions to naik and upwards will be made by the Com- [illegible]

each class

All promotions made by the Commandant, Signal Training Centre and Depot, will be made by selection based on the half-yearly confidential reports of signal units commanders which will be submitted to the Commandant, Signal Training Centre and Depot, direct.

3. SECONDING AND EXTRA-REGIMENTAL EMPLOYMENT OF BRITISH AND INDIAN OTHER RANKS.

154. The following are the rules governing the seconding and extra regimental employment of British and Indian other ranks:—

(i) All individuals other than British officers, taken from British or Indian Corps remaining in India, or from Indian departments and establishments, for service under the Imperial Government, whether in or out of India, will be seconded, at the discretion of the Government of India. Individuals seconded for service under the Imperial Government, on their return to service under the Government of India, will be absorbed in their rank in the corps or units to which they belong, as vacancies occur.

A-37071 (A. G. IX). NOTE —The Imperial Government will bear the extra cost of the secondment of individuals for service under the Imperial Government, including the extra cost due to their being temporarily supernumerary on return to service in India

(ii) British w. os. and n. c. os. permanently employed extra-regimentally in authorised appointments within the sanctioned establishment of administrative, training or departmental services and not transferred to the India Unattached List, will on completion of three months' absence from duty, be seconded and borne supernumerary on the rolls of their unit or corps It must be understood that those whose services are permanently required will be confirmed in their appointments on a permanent vacancy occurring in the department, etc., in which they are employed All others will, when no longer required, be returned to their combatant units and absorbed in the first vacancy therein.

A-39158 (A. G.-1). Extra regimentally employed personnel of British cavalry and infantry whose units are under orders to leave India, and who are not being transferred to the India Unattached List or the Indian Corps of Clerks, will rejoin their units by the 1st October.

A.-36700 (A. G.-2). (iii) Indian other ranks posted to administrative or departmental units (e g., I A.S C, remount, mechanical transport, medical) will at the end of three months (6 months in the case of the Farms Department) be either permanently transferred to the corps or department or returned to their combatant units.

In the case of Indian other ranks seconding will only be resorted to in the cases where the incumbent of a recognised appointment has a claim to be returned to his combatant unit on the expiration of his

does not apply to detached, regimental or garrison duty.

NOTE 2.—All personnel employed at the undermentioned schools of instruction are seconded and are therefore supernumerary to the establishment of it:

Small Arms School.
Army School of Physical Training
Machine Gun School.
Army Signal School.
Army School of Education (except the mess staff and Indian buglers and storemen)
King George's Royal Indian Military Schools (except the Indian other ranks)

4. TRANSFERS.

(a) British army.

155. Transfers to another corps.—The transfer of a British soldier to another corps will usually have effect from the first of the month

156. Transfers to the Home establishment.—Recommendations for the transfer of British soldiers to the Home establishment on extreme compassionate grounds will be referred to Army Headquarters for sanction

(b) Indian army.

157. Transfers to another corps.—The rules and procedure governing the transfer of Indian soldiers from one corps to another are contained on I A F. Z-2058 For this purpose the following will be considered as unit commander —

Arm	For transfer to other corps	For transfer to the reserve
Cavalry	The unit commander	The unit commander.
R H A, R F A, and R G A (Medium)	,,	O. C., R. A. Training Centre.
Indian Coast Artillery	,,	The unit commander.
Frontier Garrison Artillery	,,	Ditto
Pack Artillery	,,	O C Pack Artillery Training Centre.
Infantry and pioneers	,,	The unit commander.
S. and M.	Commandant, S. and M. Corps	Commandant, S and M. Corps.
Signals	Commandant, Signal Training Centre and Depot.	Commandant, Signal Training Centre and Depot.
I. A. S. C.	The unit commander	A. D. S. & T
I. A Educational Corps	Commandant, I.A.E.C	School of Education.
Departments	The local head of department.	The local head of department.
Indian Hospital Corps.	The unit commander	...

A-23935 (A. G.-6).

3. SECONDING AND EXTRA-REGIMENTAL EMPLOYMENT OF BRITISH AND INDIAN OTHER RANKS.

154. The following are the rules governing the seconding and extra regimental employment of British and Indian other ranks:—

(*i*) All individuals other than British officers, taken from British or Indian Corps remaining in India, or from Indian departments and establishments, for service under the Imperial Government, whether in or out of India, will be seconded, at the discretion of the Government of India Individuals seconded for service under the Imperial Government, on their return to service under the Government of India, will be absorbed in their rank in the corps or units to which they belong, as vacancies occur.

A-37071 (A. G. IX). NOTE.—The Imperial Government will bear the extra cost of the secondment of individuals for service under the Imperial Government, including the extra cost due to their being temporarily supernumerary on return to service in India

(*ii*) British w. os. and n. c. os. permanently employed extra-regimentally in authorised appointments within the sanctioned establishment of administrative, training or departmental services and not transferred to the India Unattached List, will on completion of three months' absence from duty, be seconded and borne supernumerary on the rolls of their unit or corps. It must be understood that those whose services are permanently required will be confirmed in their appointments on a permanent vacancy occurring in the department, etc, in which they are employed. All others will, when no longer required, be returned to their combatant units and absorbed in the first vacancy therein.

A-39158 (A. G.-1). Extra regimentally employed personnel of British cavalry and infantry whose units are under orders to leave India, and who are not being transferred to the India Unattached List or the Indian Corps of Clerks, will rejoin their units by the 1st October

A.-36700 (A. G.-2). (*iii*) Indian other ranks posted to admin- [illegible]

[illegible] the corps or department or returned to their combatant units.

In the case of Indian other ranks seconding will only be resorted to in the cases where the incumbent of a recognised appointment has a claim to be returned to his combatant unit on the expiration of his tenure of extra-regimental employment, *e. g*, appointments as aides-de-camp or on the instructional staff of schools for training.

NOTE 1—The term "extra-regimental employment" as used above refers to employment within the sanctioned cadre of a recognised department of the army are in some authorised appointment paid from army funds, but does not apply to detached, regimental or garrison duty.

NOTE 2.—All personnel employed at the undermentioned schools of instruction are seconded and are therefore supernumerary to the establishment of [illegible]

[illegible]

Small Arms School.

[illegible]

and storemen).

King George's Royal Indian Military Schools (except the Indian other ranks)

4. TRANSFERS.

(a) British army.

155. Transfers to another corps.—The transfer of a British soldier to another corps will usually have effect from the first of the month

156 Transfers to the Home establishment.—Recommendations for the transfer of British soldiers to the Home establishment on extreme compassionate grounds will be referred to Army Headquarters for sanction.

(b) Indian army.

157. Transfers to another corps.—The rules and procedure governing the transfer of Indian soldiers from one corps to another are contained on I. A F. Z-2058. For this purpose the following will be considered as unit commander —

Arm	For transfer to other corps	For transfer to the reserve.
Cavalry .	The unit commander	The unit commander.
R H A, R F A, and R. G A (Medium)	"	O. C, R A. Training Centre.
Indian Coast Artillery	" .	The unit commander
Frontier Garrison Artillery	"	Ditto
Pack Artillery . .	" .	O C. Pack Artillery Training Centre
Infantry and pioneers	" .	The unit commander.
S and M . . .	Commandant, S and M. Corps	Commandant, S. and M. Corps.
Signals . . .	Commandant, Signal Training Centre and Depot.	Commandant, Signal Training Centre and Depot.
I. A. S C. . .	The unit commander .	A. D. S. & T
I. A. Educational Corps	Commandant, I A.E.C	School of Education.
Departments . .	The local head of department.	The local head of department.
Indian Hospital Corps.	The unit commander .	...

5. RESERVE, INDIAN ARMY.

158. Organisation.—The following are the terms of service for the reserve of the Indian Army, excluding the I. A. V. C. :—

Combatants.

(i) The reserve will consist of private soldiers or their equivalent; non-commissioned officers will only be admitted as privates The reserve comprises the following classes.—

A-33762 (A. G.-2) (a) *Reserve of Indian Cavalry, Royal Artillery (excluding the Indian heavy batteries), sappers and miners, Indian Signal Corps, Indian infantry (excluding Gurkha groups) and pioneers (excluding the 4th Hazara Pioneers).*

Class "A".—Men who have completed the prescribed period of army service and a period of combined army and reserve service not exceeding the minimum prescribed period of army service by more than 3 years, except in the case of the Burma sappers and miners whose period of combined army and reserve service may exceed the minimum period of army service by 5 years.

Class "B".—All reservists other than those serving in Class "A"

(b) *Reserve of Gurkha groups*—Men with more than 2 years' army service and less than 15 years' combined army and reserve service below the age of 35 years.

(c) *Reserve of the 4th Hazara Pioneers.*

Class I.—Men with more than 2 years' army service who have not more than 5 years' reserve service in this class and who are below the age of 30 years.

Class II.—Men with more than 2 years' army service who are below the age of 35 years

(d) *Reserve of the I. A. S. C.*

Animal transport personnel (Mule and Camel drivers).—Men with 6 years' army service and less than 15 years' combined army and reserve service. Men (camel transport only) enrolled direct for 15 years or until attaining the age of 35 years whichever first occurs.

Mechanical transport drivers and artificers.—Men with 6 years' army service and less than 15 years' combined army and reserve service, and men enrolled direct into the reserve for 9 years.

Non-combatants.

(e) *Reserve of the I. A. S. C.*

Mechanical transport artificers—Men with 6 years' army service and less than 15 years combined army and reserve service.

(f) *Reserve of the Indian Hospital Corps (Ambulance Section)*—Men with 5 years' army service and 20 years' combined army and reserve service.

(ii) As a general rule reserve service and combined army and reserve service shall not exceed 10 and 15 years, res- [illegible]

below the age of 35 years.

(iii) Transfers between Class "A" and Class "B" of the reserve and between Class I and II are permitted within authorised establishments.

(iv) The following table shows the minimum period of army service for each class of soldier (excluding Gurkha groups, 4th Hazara pioneers, I. A. S. C., and I. H. C.), and the maximum period of army and reserve service for each class of the reserve —

(a)

Arm	Minimum period of Army service years	Maximum period of combined army and reserve service for each class of the reserve.		Remarks
		Class A.	Class B.	
Indian Cavalry	7	10	15	
Gunners, R. A.	6	9	15	
Drivers, R. A.	5	8	15	
Drivers, Motor	6	15*	..	* Class "A" reservists only
Sappers and Miners (excluding Burma S. & M.).	7	10	15	
Burma Sappers and Miners	5	10	15	
Indian Signal Corps	5	8	15	
Indian Infantry and pioneers (excep tthe 20th Burma Rifles)	5	8	15	
20th Burma Rifles	7	10	15	

(b) *Gurkha groups, 4h Hazara pioneers, I. A. S. C., and I. H. C.*—The minimum period of army service and the maximum period of combined army and reserve service for these arms and services are shewn in paragraphs (i)—(b), (c), (d), (e) and (f) above.

159. Establishments.—The reserve establishments will be as prescribed from time to time in Army Instructions (India).

160. (*a*) Conditions of transfer.—Transfer may be made either to Class A or Class B in the one case or to Class I or Class II in the other [illegible] reserve is voluntary or compulsory according to the terms of enrolment of the men concerned. Transfer to Class A and Class B, within autho- [illegible] rolment.

(*b*) *I A. S C. Mechanical transport drivers.*—Men accepted for transfer should be in receipt of at least second rate of corps pay, on completion of their army service

(*c*) All transfers except I. H. C will be carried out on India Army Form K.-1162 or India Army Form K.-1162-K. on which the men were originally enrolled and attested.

Transfers for the I. H. C. will be carried out on I A F. (Medical) 25

160-A. Transfer from Class "A" to Class "B" and *vice versa*.—Reservists of Class "A" who, during their training show that they are below the standard of efficiency required of them may, at the discretion of the O C., Reservists, be relegated to Class "B" whilst their place in Class "A" may be taken by efficient reservists of Class "B", provided that they are eligible by the extent of their combined army and reserve service to serve in Class "A"

161. Direct enrolment into reserve.—(*a*) Soldiers of good character who have been discharged with not less than 2 years' army service may enrol direct into Class I or Class II of the reserve or in the Gurkha or I H. C reserve. All such direct enrolments except I. H. C. will be carried out on I. A. F. K.-1162. Candidates for enrolment must present themselves at the headquarters of the officer commanding reservists or to the nearest recruiting officer.

Direct enrolments in the I. H. C. will be carried out on I. A. F. (Medical) 25.

(*b*) *I. A. S. C.*—Direct enrolment of *ex*-soldiers and civilians in the reserve is permissible for men up to the age of 31 for drivers and 41 for artificers of mechanical transport and up to the age of 35 years for camel drivers of animal transport.

(*i*) *Drivers.*—Will be required to pass a driving test.

(*ii*) *Artificers.*—Will be required to pass a test carried out by the Heavy and Medium Repair Shop (M. T.).

Note.—In the case of artificers, either transferred to, or enrolled in, the reserve the class will be decided by the O. C., unit transferring the men or by the O. C., Heavy or Medium Repair Shop testing the ex-soldiers and civilians.

(c) Direct enrolment of discharged soldiers in Class A or Class B of the reserve is not permitted, that is to say, Class A and Class B of the reserve can only be filled by transfers of men in army service.

162. Gurkha reservists.—Discharged Gurkha soldiers residing

first training, but for the purpose of pay and of reckoning service the date of enrolment will be deemed to be the date they are passed by the Medical officer.

162-A. Physical qualifications of reservists.—The medical examination of men transferred to or directly enrolled in the reserve will be similar to that of recruits. Only men who are thoroughly fit, physically and otherwise, are permitted to join the reserve, and the necessity for keeping themselves fit at all times must be impressed on reservists (see also paragraph 175 below).

162-B. Responsibility for efficiency of transfers to the reserve.—Officers commanding units are responsible for effecting transfer to the reserve in communication with officers commanding reservists, or, in the case of I. A. S. C., the Officer in charge of Records. As soon as a man has been transferred to the reserve he comes under the administrative and disciplinary orders of the officer commanding reservists. The officer commanding reservists is at all times responsible for the establishment of reservists under his command. If, by the terms of their engagement, the reservists can be compulsorily transferred to the reserve, he will ensure that the authorised establishment of reservists is maintained at full strength. On the other hand, if transfer to the reserve is voluntary, the officer commanding reservists will ensure that the authorised establishment is not exceeded.

163. Officers Commanding reservists and reserve centres.—The officer commanding reservists is the officer in command of a reserve centre (*vide* rule 2 of the Indian Reserve Forces Rules reproduced in Appendix XXVIII). The following are the officers commanding reservists of the branches of the reserve and the reserve centres of which they are in command:—

Branch of Reserve.	Reserve Centre.	Officer Commanding Reservists
Cavalry	Headquarters of the regiment of the group to which the reservists belong, located at the group centre	Officer Commanding the regiment at the group centre.
Horse, field and garrison (medium) artillery	Royal Artillery Training Centre Muttra.	Officer Commanding, Royal Artillery Training Centre, Muttra.

will join at the recruiting centre, Gorakhpur. Notices addressed to the men will be supplied by the recruiting officer for Gurkhas to the British Envoy at the Court of Nepal during peace; the notices will be arranged by tehsils and will be accompanied by lists in Hindi showing the distribution by tehsils. They will be amended and brought up to date every six months. On receipt of instructions from Army Headquarters for calling up the Gurkha reservists for service the recruiting officer for Gurkhas will communicate by telegram with the British Envoy at the Court of Nepal, who will communicate with the Nepal Government with a view to the immediate delivery of the notices.

169. Calling up of trans-frontier reservists for training or service.—Trans-frontier reservists will be warned, on the completion of each training, of the date of their next training. Those resident beyond the Kohat border will be directed to apply to the Brigade-Major, Kohat, for the summons to attend for training and also, if the reserves are called up for service, for the summons to attend for service.

The summons for a trans-frontier reservist to attend for training or service will be sent to the following officials :—

(a) for a man of the Khaibar tribes to the Political Officer, Khaibar, for delivery to the reservist;

(b) for a man resident beyond the Kohat border, to the Brigade-Major, Kohat, for delivery to the reservist on application by him.

170. Period and place of training.—Training of reservists (except those employed in the Telegraph Department, who will be trained when considered desirable) will be carried out as follows :—

Arm.	Maximum period of training.		Location.	Remarks.
	Class "A".	Class "B" (Incl. I & II)		
Indian Cavalry ..	1 month annually	1 month biennially	With the regiment located at the Group Centre.	
Horse, field and medium artillery. Gunners and drivers (excluding drivers, motor).	1 month annually.	1 month biennially.	At selected artillery stations in or near the recruiting area from which the reservists are principally drawn.	
[illegible]* ..	1 month annually	Nil.	Do. ..	* Class "A" only.

Arm.	Maximum period of training.		Location	Remarks.
	Class "A"	Class "B" (Incl. I & II.)		
Gunners, pack .	2 months annually	2 months biennially.	At selected artillery station in or near the recruiting area from which the reservists are principally drawn.	
Drivers, pack .	1 month annually.	1 month biennially	Do	
Sappers and Miners	2 *months* annually	2 *months* biennially	*With corps to which they belong*	
Indian Signal Corps	2 months annually	2 months biennially	Signal Training Centre, India, Jubbulpore	
Infantry and Pioneers (excluding Gurkhas and the 4th Hazara Pioneers)	1 month annually	1 month biennially	With the T B of the regiment to which they belong	
Gurkhas ..	*Nil* .	2 months biennially	At selected Gurkha stations	
4th Hazara Pioneers	*Nil*	2 months biennially	With the battalion or depot	
I A S C—				
Drivers (M T)*.	*Nil*	1 month annually	To be notified by O C, Reservists.	* One class only.
Artificers (M. T)*	*Nil* ..	1 month annually	Heavy or Medium Repair shop to which attached for training	
Drivers (A T.)*	*Nil* ..	1 month biennially	To be notified by O C., Reservists.	

NOTE 1—*Driver reservists* (*M T*)—The one month's training may be [illegible] provided the reservist:—

(*a*) is in possession of a civil driving license,

(*b*) is certified by his employer as competent,

(*c*) is willing to undergo one day's training every 3 months;

(*d*) passes satisfactorily an ordinary driving test carried out by the O C, M.T. Company enrolling him.

[illegible]

NOTE 3.—Reservists employed with the Telegraph Department [illegible] when considered desirable.

170-A. Dates of season of training.—The commencement of training will be fixed by the officer commanding reservists with special reference to the convenience, agricultural necessities or other civil occupation of the particular men to be trained.

graph 171.

171. Training of men enrolled direct into the reserve.—The following reservists (excluding I. A S C. and I. H. C.) will be trained on re-enrolment for a period of not more than three months and will be re-attested during the first training:—

(a) Men discharged from the active list, if more than two years have elapsed since their discharge.

(b) Men discharged from the reserve, if more than two years have elapsed since their last training.

(c) Men re-enrolled as reservists for the Corps of Sappers and Miners who have previously served in other branches of the service independently of the lapse of time since their discharge

The training of a reservist on re-enrolment will be carried out by the officer commanding reservists concerned.

Calling up for training (or muster in the I. H C)—Reservists [excluding artificers, I. A. S. C. (M. T)] will be called up by officers commanding reservists

Artificers I. A. S C. (M T) will be called up by the officer commanding, Heavy or Medium Repair Shop to which they are attached.

Reservists of the I. H. C. will not be called up for training but will muster every alternate year for four days for medical examination and to receive arrears of pay.

172. Trans-frontier reservists.—Trans frontier reservists will be warned on the completion of each training of the date of their next training and of the date on which they shall present themselves at Peshawar or Mardan for payment in a non-training year.

Men belonging to trans-frontier tribes will not be enrolled into the reserve of the I A. S. C. This condition does not apply to camel drivers where local authorities may use their discretion.

173. Punishments.—A reservist is liable to the same punishment as a serving soldier In addition he may, for certain offences, be tried and punished by a court martial or a civil court as prescribed in Section 6 of Act IV of 1888

174. Retransfer from the reserve to Army Service.—Reservists may be retransferred to army service under the following conditions:—

(i) (a) Class "A" and reservists of the I. A. S. C. and I. H. C. provided that the reserve is full and that his place in the reserve can be filled immediately.

(b) A late non-commissioned officer to retransfer as a private or the equivalent.

(c) Time spent in the reserve will not count towards service for pension, unless subsequently retransferred to the reserve when it will be allowed to count towards the maximum period of combined army and reserve service.

(ii) All retransfers of reservists should be carried out with the concurrence of Officers Commanding, units, or, in the case of I. A S. C, the Officer in charge, Records.

175. Medical examination of reservists.—A man who is not physically or mentally fit for field service will not be retained in the reserve. Reservists will be medically examined every training or muster, the medical examination being similar to that of recruits. [illegible]

filled in accordingly being furnished to them on or before that date.

176. Failure of a reservist to attend when called up.—In cases where a reservist fails to attend when called up for training, muster, or for service, the officer commanding reservists (see paragraph 163) will take early steps to ascertain the reason. Should the man's absence not be satisfactorily explained he will be struck off the effective strength of the reserve He will not, however, be discharged from the service and may, if subsequently apprehended, be tried by court martial or by the civil power for an offence under Section 6 of the Indian Reserve Forces Act, 1888, and Rule 5 of the Indian Reserve Force Rules, 1912 (see Appendix XXVIII) Should his absence be due to any cause, which renders his retention in the reserve undesirable the officer commanding reservists will take the necessary steps for his immediate discharge under item (xviii) of the table annexed to Indian Army Act Rule 13 Should his absence be due to sickness, the officer commanding reservists will arrange for his being medically examined (at the reserve centre nearest his home) in accordance with Rule 10 of the Indian Reserve Forces Rules This examination which [illegible]

table in Indian Army Act Rule 13. If a reservist who has been ordered to attend for medical inspection fails to do so he will be struck off the effective strength of the reserve. He will not, however, be discharged from the service and may if subsequently apprehended, be tried by court martial or the civil power for an offence under section 6 of the Indian Reserve Forces Act, 1888, and Rule 10 of the Indian Reserve Forces Rules, 1912. (See Appendix XXVIII). In cases where, for any reasonable cause not provided for above, a reservist fails to attend

when called up for training or muster, the officer commanding reservists will arrange to call him up for training or muster at a subsequent date in the same financial year.

177. Provision of Staff and Instructors.—(*a*) The staff and instructors required for the training of reservists of *Indian Cavalry, Gurkhas and the 4th Hazara Pioneers* will be provided from within the authorised establishment by the unit training the reservists on the following scale for a batch of 250 reservists :—

British officer	1
Indian officers	4
Company havildar major	1
Company quartermaster havildar	1
Pay havildar	1
Instructors —	
Havildars	5
Naiks	5
Lance-Naiks	5
Sepoys	15

When a batch falls below 200, none of the above staff will be allowed except instructors, who will be available on the following scale :—

Havildar	1 per 50 reservists.
Naik	1 per 50 reservists.
Lance-Naik	1 per 50 reservists.
Sepoys	3 per 50 reservists

(*b*) *Artillery.*—Instructional staff will be provided as required by the unit training the reservists from within the authorised establishment.

(*c*) *Sappers and Miners, Signals.*—Additional instructional staff required for the training of reservists will be provided from within the authorised establishment under local arrangements by the Headquarters of the Corps of Sappers and Miners concerned and, in the case of Signals, by the Signal Training Centre (India).

(*d*) *Indian Infantry and Pioneers (excluding Gurkhas and the 4th Hazara Pioneers).*—The required staff will be provided as laid down in the Training Battalion Manual, paragraph 91, *viz.*—

British officer	1
Indian officers	2
Company havildar major	1
Company quartermaster havildar	1
Instructors—	
Havildars	5
Naiks	5
Lance-Naiks	5
Sepoys	12

This is the maximum staff required for a batch of 250 reservists, and proportionate reductions will be made for any smaller number.

178. Discharge certificates.—On discharge a reservist will give up his reservist's certificate India Army Form Y.-1053 and will receive a discharge certificate India Army Form Y.-1049.

179. Equipment of reservists.—Arms and equipment will be stored and indents prepared and submitted as laid down in Equipment Regulations, India, Part I, paragraph 127.

180 Books to be kept up.—The officer commanding reservists will maintain the necessary books and documents laid down in paragraph 801 Regulations for the Army in India, including medical history sheets (India Army Form M.-1242).

181. Reservists documents.—When a man is brought on the strength of a reserve establishment his documents will be sent to the officer commanding reservists, as defined in paragraph 163, India Army Form Z.-2039 being used.

182. Reservists substitute.—For his normal duties during absence at the training, a reservist in Government employ, may be called upon, when necessary, to furnish a substitute during the period of his absence while called up for training.

182-A. Reservists accepting civil employment.—Before accepting civil employment a reservist must state that he is borne on the strength of the reserve

182-B. Reports on reservist training.—On completion of the annual or biennial training officers commanding reservists will compile reports in the form as shown below and submit them, through the usual channel to command or independent district headquarters.

Command headquarters and Burma District headquarters will compile reports on a similar form for —

Indian cavalry by groups
Artillery as a whole
Sappers and Miners as a whole,
Signals as a whole,
Infantry and Pioneers by regiments,
I A S. C. (M. T) as a whole,
I. A S. C (A. T) as a whole,

and submit them to Army Headquarters

REPORT ON RESERVIST TRAINING

No of reservists to whom notices were sent.				No. of reservists who reported for training				No of reservists classed as efficient				No of reservists discharged as medically unfit.			
A	B	I	II	A	B	I	II	A	B	I	II	A	B	I	II

Numbers trained in Light Automatics.	Summary of Musketry classification of reservists trained	General physical fitness of reservists.	General remarks.

Station

Date *Commanding*

NOTE.—In the case of the I. A. S. C. the class of reservist should not be shown.

(d) Reserve of I. A. S. C.

Animal transport drivers.—Men with 6 years' army service and less than 10 years' combined army and reserve service, who are below the age of 45 years.

Mechanical Transport drivers.—Men with 6 years' army service and less than 10 years' combined army and reserve service, and men directly enrolled into the reserve for 4 years. No man will be permitted to remain in the reserve after attaining his 40th year of age.

60003 (Q.M.G.-6.)

6. DISCHARGE AND TRANSFER TO THE ARMY RESERVE.

(a) British Army.

183. Except as provided for below all soldiers will be sent home for discharge or transfer to the reserve as prescribed in para. 335, King's Regulations, and subject to such supplementary instructions as may be issued in India from time to time.

(a) *Soldiers who may be discharged in India.*—The only soldiers who may be discharged in India are (*i*) those enlisted in India, (*ii*) those discharged by purchase who elect to remain overseas, (*iii*) those sentenced by the civil power to imprisonment or penal servitude, (*iv*) those who, on completion of their engagement or within six months thereof or on release from the service on compassionate grounds, elect to reside in India or in another Command abroad, (*v*) those who on the completion of their engagement or on release from the service on compassionate grounds, wish to proceed to a British Dominion, Colony, Possession, or to a foreign country.

(b) *Soldiers who may be transferred to the Army Reserve in India.*—The only soldiers who may be transferred to the Army Reserve in India are (*i*) those enlisted in India, (*ii*) those who, on expiration of their colour service or within six months thereof or on premature transfer to the reserve on compassionate grounds, may elect to reside in India or in another Command abroad, (*iii*) those who on the expiration of their colour service, or on premature transfer to the reserve on compassionate grounds, wish to proceed to a British Dominion, Colony, Possession, or to a foreign country.

(c) *Conditions of discharge or transfer to the Army Reserve in India.*—Discharges and transfers to the reserve for the purpose of residing in India will only be authorised when adequate proof is furnished (*a*) that the soldier has obtained a guarantee of employment that is likely to be permanent, and (*b*) that he is able to maintain himself (and his dependants, if any) in European style.

All transfers to the Army Reserve in India are subject to the conditions of para. 441, King's Regulations Applications for transfer to the Army Reserve under the provisions of (*b*) (*ii*) or (*iii*) above, will be referred to Army Headquarters to enable the permission of H. E. the Commander-in-Chief to be obtained as required by para. 442, King's Regulations. This procedure will also be followed in the case of a soldier discharged under para. 363 (*ix*) (*b*), King's Regulations who wishes to reside in another Command abroad.

Discharges and transfers to the Reserve for the purpose of proceeding to a British Dominion, Colony, Possession, or foreign country are subject to compliance with the relevant immigration regulations. Full information regarding immigration regulations can be obtained on application to the Local Government or Passport Issuing Officer of the civil district in which the soldier is serving at the time of his discharge or transfer to the Reserve.

NOTE.—Before applications for discharge or transfer to the Army Reserve in India are submitted for the sanction of the competent authority, the local Branch of the *Ex-Services* Association will be consulted as to whether the employment offered is recommended or not

(d) *Discharge by purchase.*—A soldier permitted to purchase his discharge under King's Regulations, and requiring repatriation, will be required to deposit an amount sufficient to cover the cost, at commercial rates, of a passage by private steamer to the United Kingdom. This rate will be ascertained from the embarkation authorities.

Sufficient money to defray the cost of conveyance from the soldier's permanent station to the port of embarkation and from the port of disembarkation to the place of discharge will be lodged in addition to passage money.

During a trooping season payment passages in a Government vessel or hired transport may become available, but no promise of such passages can be given nor can they be claimed as a right. In the event of such passages becoming available, they can only be allotted at short notice after all entitled passengers have been provided for.

The rates charged for payment passages in a Government vessel or hired transport will be notified in Army Instructions (India) from time to time

When passage in a Government vessel or hired transport is provided, the difference between the cost of such passage and the cost of a private steamer passage will be remitted to the Home Paymaster for credit to the soldier's account or, where the passage money has been deposited by the soldier's relatives, for immediate return to them.

No refund is admissible in respect of duty performed during the homeward voyage.

The procedure indicated above is applicable, *mutatis mutandis*, to soldiers proceeding to a British Dominion, Colony, Possession, A-39308
or to a foreign country on discharge by purchase. (A. G.-6).

184. Discharge on sentence of penal servitude.—Soldiers sentenced to penal servitude by the civil power will be discharged at once by the brigade commander. The discharge certificate will be sent to the governor of the prison.

185. Procedure on summary discharge.—When the discharge [illegible]

A-27524 (A. G.-8). since in India A. F. B-264 is issued direct to units, application for this form need not be made to the Headquarters of the Command.

186. British insanes.—Instructions regarding the disposal of British insanes are contained in A. R., I, Vol. VI.

(b) Indian army.

187. Discharging authorities.—The rules for the discharge of persons subject to the I. A. A. are contained in the I. A. A. rules, and the authorities who are competent to authorize the various classes of discharge are therein defined. The summary dismissal of such persons can only be authorized in accordance with sections 13 and 14 of the I. A. A. Dismissal can also be awarded as a court-martial punishment.

188. Application for summary dismissal or discharge.—Applications for the summary dismissal or discharge, of a person subject to the I A. A. will be made on I. A. F. Y-1948 on which the authority authorising dismissal or discharge will endorse the necessary order to which the unit commander of the person concerned will give effect See rule 12 of the I A. A. Rules

189. Discharge of unsuitable recruits.—A unit commander is empowered, under item (xx) of the table annexed to rule 13 of the I. A A rules, to discharge unattested recruits

190. Discharge of unfit recruits.—A recruit enrolled by a R. O who on arrival at headquarters is, in the opinion of the medical officer of the unit, medically unfit, will be examined by a board of two medical officers and, if declared unfit, his discharge will be authorised by the officers commanding under item (xx) of the table annexed to rule 13 of the I A. A Rules.

Z-3783 (D.M.S.1-A 3). **191-A. Copies of certificates.**—All persons subject to the I A A, except Sub-Assistant Surgeons of the I.M.D, who, in all cases, will be granted discharge certificates on I A. F. (Medical—19) will on dismissal or discharge be furnished with a discharge certificate (I. A. F. Y.-1949)

Certificates will be given to all persons subject to the I. A A. on discharge or dismissal or transfer to the reserve as specified below:—

(a) On disciplinary grounds .	Discharge certificate (I. A. F. Y.-1949).
(b) On grounds other than disciplinary.	Discharge certificate (I.A.F.Y.-1949). Recommendation for employment (I. A. F. Y.-1962) will be given to men if so desired
(c) On transfer to the reserve .	Certificate of transfer to the reserve (I. A. F. Y.-1953) and, if so desired recommendation for employment (I. A. F. Y.-1962); and on final discharge, discharge certificate (I. A. F .Y-1949)

191-A.—Copies of Certificates. A-34098

"The instruction in para. 394, King's Regulations, apply in the (A. G. 6). case of Indian Troops."

192. Assessment of character.—In estimating a soldier's military character whilst serving with the colours, an assessment of his military qualifications and conduct will be made by his unit commander and entered in the following terms:—

(i) Exemplary.
(ii) Very good.
(iii) Good
(iv) Fair
(v) Indifferent.
(vi) Bad.
(vii) Very bad.

An exemplary character is the highest that can be given to any soldier and is to be awarded only to a soldier whose period of service has enabled his conduct to be thoroughly tested The unit commander is the sole judge as to whether a soldier is to be granted an exemplary character, the grant being discretionary and not obligatory.

A soldier will not be eligible for an exemplary character if during his service he has—

(a) been sentenced by a civil court to imprisonment and has undergone such sentence,
(b) been sentenced by a court-martial to imprisonment, or has had his trial for desertion or fraudulent enlistment dispensed with;
(c) been convicted of drunkenness during the last five years of his service;
(d) been reduced to a lower grade or to the ranks for an offence under the I. A. A other than inefficiency.

A "bad" character is not to be awarded to a n. c. o. or to a soldier in possession of a good conduct badge

193. Free passage on discharge.—Instructions as to the conveyance to his home of a soldier on discharge will be found in A. R, I., Vol. X.

194. Indian insanes.—If a person subject to the I A. A. is suspected of insanity the unit commander will report the case to the brigade commander who will direct the examination of the individual by a board composed, if practicable, of two medical officers, otherwise by the man's company commander (O C in the case of a departmental follower) and the officer in medical charge If pronounced insane the person concerned will be discharged by the authority prescribed in the I A. A. and handed over, with his discharge documents, to th civil power, or, if harmless, to his friends, or relations.

(c) Civilian employees.

195. Suspension or dismissal.—The rules relating to the suspension, reduction, removal and dismissal of civilian public servants are contained in Appendix XI

The rules relating to the discharge, if found unfit for field service, of A.-19276 civilian establishments engaged on I A F Z-2055 and employed in (A.G. 6).

the various administrative services and departments of the Indian Army, are contained in Appendix XI (a).

196. Insolvency and forfeiture of appointment.—A civilian employee who resorts to the insolvency court renders himself liable to a mmary dismissal If half his salary is constantly attached for debt, or if he owes a sum which he cannot hope to repay within two years, it is generally undesirable that he should remain in government service. In this case a full schedule of his debts will be called for by his superior officer who, having regard to the circumstances in which the debts were incurred will decide whether the debtor should be allowed to retain his appointment.

197. Superannuation of an uncovenanted servant.—When an uncovenanted civil servant is within three months of 55 years of age, his immediate superior will forward proposals for his retention or otherwise to the superior authority concerned. A similar course will be followed in the case of a man who has been granted an extension of service.

7. PENSIONS.

198. Civil employment of military pensioners.—The regulations for the employment of pensioned or discharged Indian soldiers and reservists in civil capacities, are contained in Appendix XVII.

A-29379 1 1
(A. G. 14).

199. Family pensions.—The rules governing the grant of family pensions and children's allowances are contained in P. & A Regs On the death of a person subject to the I. A A. under circumstances that entitle the heir to family pension, the unit commander or the local head of the department may authorise a field officer if available, otherwise a Captain of the Indian Army, proceeding on tour or on leave, to investigate a claim to family pension. Failing this the unit commander or head of the department will fill in Part I of I. A. F. A.-366 in duplicate and send both copies accompanied with a true copy of the kindred roll of the deceased, the death certificate on I. A. F. A.-393, and any other document substantiating the claim, to the station commander nearest the home of the nominated heir (if the latter is within the prescribed degree of relationship otherwise to the station commander nearest the home of the senior representative in the prescribed order of succession). The station commander will select a field officer if available, otherwise a captain of the Indian Army, to examine the title of the representative, and will inform the latter as to whom, and when, he should report himself with his identifying witnesses. If Khatmandu / Gorakhpur is the station, the O. C. will direct the representative to appear before and send the documents to, the British Envoy at the court of Nepa / R. O. Gorakhpur for examination of title. The investigating officer will complete Part II of I. A. F. A.-366 and will send both copies through the station commander to the C. M. A. of the district in which the claim originated (except in the case of Burma when the claims will be sent to the C. M. A. of the district in which the heir is living).

The investigation of claims to family pensions may be carried out by civil officers in the following cases:—

(a) where inconvenience or hardship would be entailed by claimants having to proceed to the nearest military station

(b) when the application is on behalf of a "Purdanashin."

The title of a widow to a monetary allowance in respect of the Victoria Cross, the Military Cross, and the Indian Order of Merit will be similarly investigated, but the name, address and description of a widow of a pensioner will be reported by the C. M. A. concerned, to the station commander nearest to her home. Where the location of the residence of the claimant to pension renders such a course desirable, or where the application is on behalf of a "Purdanashin," officers commanding units may, at their discretion, send claims for family pensions direct to the Collector or Deputy Commissioner of the district concerned for investigation. Similarly, a station commander may send claims to the Collector or Deputy Commissioner of the district concerned for investigation The proceedings will be recorded on I A F A.-366 or 368 according to whether the claim is one for an ordinary or extraordinary family pension A-29336 (A. G.-14).

200. Interpreters.—When the officer appointed to investigate the claim to a family pension is not competent to interpret, an interpreter may be appointed in any language other than Urdu. A-29336 (A. G.-14).

201. Persons dying at their homes while on sick leave or while in receipt of disability pensions.—When a person proceeds to his home on leave on medical certificate on account of a disability certified to be attributable to military service or after being invalided from the service with a disability pension, the unit commander will send a copy of the medical certificate or medical board proceedings specifying the disability, to the Collector or Deputy Commissioner of the district in which the person resides. If the person dies while on leave or while in receipt of the disability pension, the unit commander will, on being made aware of the death of the person, procure from the Collector or Deputy Commissioner of the district concerned a certificate signed by a competent medical practitioner certifying to the immediate cause of death, and also stating whether death is due to the disability referred to in the copy of the medical certificate or medical board proceedings. It will then rest with the unit commander to decide from the nature of the certificate whether the action indicated in para. 199 should be taken.

CHAPTER VIII.—DISCIPLINE, COURTS-MARTIAL, MILITARY PRISONS AND DETENTION BARRACKS, COURTS OF INQUIRY, COMMITTEES OF ADJUSTMENT AND LEGAL PROCEEDINGS.

1. DISCIPLINE.

(a) General instructions.

202. **Unauthorized organizations.**—In addition to the prohibition in the K. R. no one on the active list of the army in India, as defined in para 1, is permitted, without the express sanction of the G. of I., to take official cognizance of, or to assist officially, any organization that is not recognized as part of the army in India, or as part of the militia, levies, military police, local troops, Indian state forces, or any other force administered by other departments of the G. of I

203. **Political matters.**—Officers and soldiers of the regular army in India are forbidden to take part in, or institute any meetings, demonstrations, or processions for party or political purposes They are also forbidden to belong to or subscribe in aid of any political association or movement

204. **Communications to the press.**—When not at variance with the following instructions, the rules in the K. R. regarding communications to the press are applicable to all officers and soldiers serving in India.

An officer or soldier may not publish in his own name·—

(a) any statement of fact or opinion which may embarrass the relations between the government and the people of India or any section of the people,

(b) any statement of fact or opinion concerning the policy or affairs of, or negotiations with, a foreign country which may embarrass the relations between such country and the British or Indian Government

An officer or soldier who desires to publish a statement which may be considered to fall within this rule shall submit a proof thereof and shall obtain the sanction of the G. of I. through A. H. Q before publication.

Any information of a professional nature obtained when travelling [illegible] I.

[illegible]

A. H. Q. accompanied by proofs of the proposed publications.

205. **Government servant desiring other government employment.**—No Government servant whether permanent or temporary may seek other government employment without the approval of his immediate superior.

206. Trading, borrowing and lending money.—No officer or other rank will engage in trade or will lend to, or borrow money from any person belonging to His Majesty's forces Nor will be engaged in any transaction whereby he will become in a private capacity a debtor or a creditor of any person belonging to His Majesty's forces Gambling is strictly prohibited.

207. Gifts from Indians.—No officer or other rank will directly or indirectly accept, either on his own behalf or any other person's any gift, gratuity or reward, from any Indian. A medical officer may, however, accept his legitimate fees for professional services rendered.

208. Subscriptions from Indian chiefs.—No officer or other rank will, without the previous sanction of the brigade or district commander, ask for or accept from any prince or chief, or the agent of any prince or chief, any subscription or other pecuniary assistance in pursuance of any object whatsoever

209. Dealings with contractors.—No private dealings of any nature are permitted between an officer or a subordinate and a contractor, or a departmental servant

210. Obligation to bring dishonesty to notice.—It is the duty of every person in military employ to bring at once to the notice of his immediate superior any case of dishonesty, fraud, or infringement of orders that may come to his knowledge.

211. Employment of government servants or property.—The employment of any government servant, animal or stores for private purposes is prohibited, except where such employment is specially authorized No work for any private individual will be executed in military workshops other than those of regimental and corps units Administrative officers may, however, sanction the execution of private work for government servants only, on the understanding that this sanction is confined to work which such individuals could not have had done elsewhere without great inconvenience.

212. Soldier running amok.—When an armed soldier (British or Indian) has broken loose in the manner commonly known as "running amok" and is at large threatening or purposing to kill anyone in particular or all or any in general, it is the duty of all officers and soldiers to take steps to effect his capture and to prevent him carrying out his threats or purpose into execution

In doing this an officer or soldier is entitled to take such measures of force as may be necessary in the circumstances of the case, and may take the life of the offender if there be no other reasonable means of preventing his carrying his threats or purpose into execution. If, however, it appears from the offender's action, *e g*, the laying down of his arms, that he intends to surrender, he should be arrested in the ordinary way and dealt with in due course.

It is not necessary for an officer or soldier, before taking measures of force, to go up to the man who is running amok and demand his

surrender if by doing so he would incur imminent risk of losing his own life.

An order to shoot down the offender in such cases given by an officer, warrant officer or n.c.o. is a lawful command and will be obeyed.

213. Bankruptcy or arrest of an officer.—The bankruptcy or arrest of an officer by the civil power for debt, or on a criminal charge, will be reported to H. E. the C.-in-C. An officer will be under suspension from the date of arrest.

214. An officer's suspension from duty.—Suspension from duty of an officer (as a measure independently of arrest) may be ordered by the unit commander or any other superior authority, not only when an officer himself submits his case for investigation, but also in any case in which an officer's character or conduct as an officer and a gentleman is impugned.

215. Exercise of command (*a*) *Officers*—Officers while in civil employment are not entitled by virtue of their military rank to assume any military command in the army. Officers of the Survey of India may exercise military command over such Indian soldier surveyors as are serving departmentally under their orders and when such officers are attached to the general staff of an army in the field they will be entitled to exercise the authority due to their military rank.

An officer of the army serving with frontier militia, military [illegible] ation, [illegible] litary [illegible] with [illegible] come

(*b*) *British warrant and n.c.os.*—Departmental warrant and n.c.os., subject to the A. A are not entitled to assume command, except over such warrant and n.c.os. and men as may be attached to the department, or in the case of the medical department over patients in hospital, and men of the Indian Hospital Corps.

(*c*) *Indian officers and other ranks.*—Indian officers and w. os. of the I.M.D are not entitled to assume command except over persons belonging or attached to that department, and over Indian patients and sick attendants in military hospitals and men of the Indian Hospital Corps. Indian officers and n.c.os. of the I.A.S.C. [illegible] ment to which they belong.

(*d*) [illegible] S.C., [illegible] part- [illegible] and [illegible]

216. Fire arms and Indian music in cantonments.—Fire arms may not be discharged without permission in, or in the immediate vicinity of, a camp or cantonment. Tom-toms, etc., may be played

outside the lines of units until 21-30 and within the lines with the permission of the unit commander until 22-00. Any extention of these hours requires the sanction of the station commander.

217. Concealment of venereal.—In every Indian unit there shall be a standing order directing that a person subject to the I.A A. who is suffering from venereal disease will report himself sick without delay. This order will be read to the unit on parade at intervals not exceeding three months, care being taken that it is specially brought to the notice of all recruits on joining their units. Concealment of venereal disease will be dealt with under section 39 (*h*) I A.A. For forfeiture of pay see P. and A. Regs.

218. Posting and promulgation of certain orders.—The O. C. an Indian unit is responsible that all ranks are acquainted with the following sections of the I A.A., *viz.*, 13, 14, 16, 21, 25 to 49 and 50 (*a*) to (*c*) inclusive and the orders regarding the concealment of venereal disease. These sections are to be read once in every three months at the head of every unit on parade. They are also to be hung in the regimental guard-room

219. Observance of religious customs.—The religious customs and prejudices of Indians will be respected Officers will take special care that no act of theirs, or their subordinates, violates the sanctity of any place held sacred by Indians.

220. Complaints, Petitions and Appeals in general.—*The* law regarding the representation of military grievances, under which British or Indian Officers and soldiers *or* Indian followers may conceive themselves to be suffering is contained in sections 42, 43 and 180 (2) (*d*) of the Army Act (British ranks) and section 117 of the Indian Army Act (Indian ranks) The submission through the medium of an association of any petition or representation in respect of a military matter is forbidden A-30992 (A. G.-8).

For the manner in which appeals against audit decisions, memorials to the Secretary of State, petitions by Indian ranks or by persons formerly in military employ are to be made, see paragraphs 375 to 379.

Except in so far as a joint petition, *e g*, by two brothers, may be proper when addressed to a civil authority and forwarded under paragraph 378, joint or collective or anonymous petitions or representations of any kind are forbidden in all circumstances. Collective petitions or representations include separate petitions or representations prepared by separate persons in combination with each other

(b) Safeguarding of Arms. Loss of arms and rules regarding the possession of private arms and shooting.

221. Officers Commanding British units are responsible that :—

(i) All arm racks are firmly secured to the wall or the floor of the barrack room.

(ii) Whenever a rifle is in an arm rack of a type which does not automatically secure the bolt from being removed, the bolt is locked up in the kit box of the owner of the rifle.

A-26719 (A. G.-XI) **221-A. Trial for loss of arms.**—Every n.c.o. or man, British or Indian, who loses a rifle, rifled carbine, revolver rifle bolt or grenade will invariably and without exception be tried by district court martial, unless sanction to dispense with the trial is obtained from the district or Independent Brigade area commander In the case of a unit which is isolated the district or Independent Brigade area commander may order trial by summary court-martial.

222. Rules regarding the possession of private arms.—The rules relating to the possession of private fire arms by Indian officers and British and Indian other ranks will be found in Appendix III. The attention of all ranks will be periodically drawn to these rules.

223. Shooting restriction, British officers.—An officer who has not passed the preliminary Urdu shall not be permitted to proceed game shooting unless accompanied by an interpreter, or another officer who is so qualified.

224. Assistance to be given to civil authorities in criminal cases.—A unit commander will afford the civil authorities every assistance in his power in the execution of criminal proceedings against any person under his command

225. Escort for soldier in civil custody.—A British or Indian unit commander will comply immediately with an application from the civil authorities for an escort for a soldier in civil custody.

226. Injury to a civilian.—When a soldier seriously injures a civilian, the unit commander will immediately report the matter to the station commander and the district magistrate, and commence a thorough investigation in order to ascertain the facts while the incident is fresh If the civil authorities investigate the case the unit commander will give them every assistance. The medical officer who first attends an injured person will forthwith report to the civil and military authorities concerned the nature and extent of the injuries, and his opinion as to the probable result.

227. Delivery of an offender to the civil power.—When a person subject to the A. A. commits an offence under conditions precluding trial by court-martial, or an offence of a grave nature, which could be equally tried by a court martial or a civil court, against the person or the property of an individual unconnected with the army, his unit commander shall at once inform the nearest magistrate, and, under the orders of the brigade commander the offender shall for an offence of the former class, and will ordinarily for an offence of the latter class, be handed over to the civil power for trial. After a person, subject to the Army Act, accused of an offence such as is referred to in proviso (a) to section 41 of the Army Act, has been handed over to the civil power for trial, the competent authority (see Appendix IX Part II) may instruct the Advocate General to apply to the High Court for the committal or transfer of

the case to the High Court under section 526-A of the Code of Criminal Procedure, 1898

228. Civil offences and rules for payment of counsel.—Rules defining the procedure in the case of offences committed by persons subject to the A A or I A A. which could equally be tried by a court-martial or a criminal court, and rules regarding the engaging and remunerating of counsel for the defence of any soldier tried by a criminal court, are contained in appendix IX.

229. Production of official documents.—The privilege of refusing to produce official documents or give evidence regarding official communications is, as regards civil and criminal courts in India and courts-martial under the I A A, regulated by the Indian Evidence Act, 1872 See sections 123 and 124 of that Act.

230. Conviction of British n. c. o. by civil power.—The conviction of a British n.c o by the civil power will be reported to the brigade commander who will, if he considers desirable, recommend his reduction to the district commander

231. Conviction of Indian ranks by civil power.—The conviction of an Indian officer by the civil power will be reported to H E the C-in C and that of an Indian w o. or n c o to the brigade commander who will decide whether dismissal, discharge, or reduction is desirable.

232. Copies of judgments.—Copies of judgments, with translations of vernacular judgments, are supplied free of charge on application by the head of the department concerned

Whenever a person subject to military law has been tried by a civil court and a copy of the judgment of the court is applied for by a commissioned officer, it will be supplied free of charge by the clerk, his deputy or other officer having the custody of the records of such court.

233. Shooting rules, British soldiers.—The rules relating to game shooting by British soldiers and to the grant of shooting passes are laid down in the pamphlet dealing with that subject. Every company will be in possession of copies of this pamphlet.

(c) Summary and minor punishments.

234. Offences by soldiers serving in departments.—Military offences committed by soldiers who are serving in a military department will be dealt with by their O C. under the procedure laid down [illegible]

ference to the departmental officer concerned Punishments for military offences will be recorded on the conduct sheets.

235. Reduction of a warrant or n.c.o., I. A.—A warrant officer or n c.o. reduced to a lower rank, grade or class will take precedence in the lower rank, grade or class from the date of the signing of the original sentence of the court-martial or in the case of reduction under section 19 of the I. A. A. from the date approved in such order.

236. Dismissal of persons subject to the I. A. A.—Indian officers, Indian warrant officers and persons enrolled under the I.A A. can be summarily dismissed or discharged by the authorities specified in that Act and the I. A. A. Rules

237. Definition of a C. O.—For the purpose of awarding minor punishments without the intervention of a court-martial the following officers, being British officers within the meaning of section 7 (I) I A.A., are commanding officers as regards persons subject to the I A A. belonging to, or attached to the corps, departments [see section 7 (II) I A. A.] or detachments under their command:—

The O. C. a corps as defined in I. A. A. Rule 161 (C) or a detachment either of any such corps or of any other body that is a corps under I. A A. Rule 161 (A).

The O. C. any department as defined in section 7 (II) I. A. A. or any detachment of a department.

The O C. a mixed detachment as regards such portions of that detachment as have not a British officer who is also a commanding officer under this regulation in immediate command.

An officer of His Majesty's Air Force, being a British officer within the meaning of the Indian Army Act and the Commanding Officer within the meaning of the first clause of Rules of Procedure (Air Force) 129 of an Air Force unit or detachment, in respect of a person subject to the Indian Army Act who has not any other Commanding Officer in immediate command of him and is serving with that unit or detachment, or in the case of a hospital or medical unit is a patient in the hospital or medical unit.

An officer of His Majesty's Air Force, being a British officer within the meaning of the Indian Army Act, who occupies such a position in relation to a person subject to the Indian Army Act as would, were he an officer of His Majesty's Land Forces, constitute him the Commanding Officer of that person

A.-34143 (A. G.-8). [illegible]
the hospital or medical unit, to the officer commanding the corps, department or detachment to which such person belongs or is attached; but the medical officer in charge of a regimental medical establishment shall not, unless that establishment is detached, be the commanding officer for this purpose of that establishment or of any person who is a patient in, or is employed in, the medical unit to which that establishment belongs.

Provided also that a departmental officer shall not be a C. O. for this purpose, unless specified in that behalf by H. E. the C.-in-C.

NOTE 1.—"Every body of persons subject to the I. A. A. is either a corps, a department or a detachment. A division of a department, or branch of a department is a "department" [sec. 7 (II), I. A. A.]. The following are examples of detachments:—

Nature of the punishment.	Authority empowered to award the punishment.		Persons liable to the punishment.	Relevant instructions and references.
I. Forfeiture of seniority or of service for the purpose of promotion and reprimand	(a) Forfeiture of seniority, or, in the case of an officer whose promotion depends upon length of service, of service for the purpose of promotion, for a period not exceeding 12 months (b) Reprimand or severe reprimand.	Officer having power not less than Officer Commanding a District or an officer empowered to convene a General Court Martial	Any Indian officer	When it is proposed to award a punishment of forfeiture of seniority or of service for the purpose of promotion, the Indian officer or warrant officer shall be asked whether he desires to be dealt with summarily or be tried by Court Martial; and, if he elects to be tried by Court-Martial, he shall not be punished summarily under this paragraph Reprimand or severe reprimand may be awarded either alone or in addition to forfeiture of seniority or of service for the purpose of promotion
	(a) Forfeiture of seniority, or, in the case of a warrant officer whose promotion depends upon length of service, of service for the purpose of promotion, for a period not exceeding 12 months (b) Reprimand or severe reprimand.	Officer having power not less than Officer Commanding a Brigade or an officer empowered to confirm the finding and sentence of a Court Martial held for the trial of a warrant officer	Any Warrant officer	
II. Imprisonment	(a) Imprisonment (rigorous or simple, and with or without solitary confinement) not exceeding 28 days.	C. O. (other than C. O Depot, Gurkha Group Centre, or Training Company Gurkha Rifle Battalion) not below rank of Field Officer, C. O Depot, Gurkha Group Centre and Training Company	All persons subject to I. A. A., other than I. Os., W. Os., and N. C. Os.	1. If rigorous imprisonment be awarded any portion of the imprisonment not exceeding 7 days may be with solitary confinement.

		Gurkha Rifle Battalion, when separated from Battalion Headquarters, not below the rank of Captain C. O. Depot, Gurkha Group Centre and Training Company Gurkha Rifle Battalion, when separated from Battalion Headquarters of the rank of Lieutenant."		
	(b) Do. not exceeding 14 days.	Do	Do	2 Imprisonment shall not be awarded in respect of an offence committed while the offender was of or above the rank of n. c. o. 3 An acting or lance n. c. o. is legally a n. c. o. and can only be awarded punishments awarded to n. c. os for an offence committed when a n. c. o. 4 An officer may remit punishment awarded by an officer under his command but he cannot increase it 5. Imprisonment shall be reserved for serious and repeated offences. 6 Imprisonment commences from the date of award and ends at sunset of the day sentence expires. 7. An Indian officer commanding a detachment may not award solitary confinement. 8. A sentence of simple imprisonment carries with it punishment drill for 2 hours daily. 9 C. Os. under rank of field officer when specially authorized by name by district commander under whom he is serving may award up to 28 days' imprisonment
	(c) Imprisonment (rigorous or simple, and with or without solitary confinement) not exceeding 7 days	C. O. below rank of field officer and I. O. commanding a detachment if authorized by C. O.	Do.	

Nature of the punishment	Authority empowered to award the punishment.		Persons liable to the punishment.	Relevant instructions and references.
III. Confinement to the lines.	(a) For any period not exceeding 28 days	C O	All persons subject to I. A A., other than I Os W. Os, and N C Os	1 *Any award of more than 14 days* carries with it punishment drill for 14 days otherwise for each day of the award.
	(b) For any period not exceeding 10 days	Coy comdr, or adjt, if authorized by C. O	Do.	2. *Punishment drill, for combatants only*, consists of marching in quick time and not of instruction drill. It will be carried out in marching order, and will not exceed one hour at a time or two *hours in the day*.
	(c) For any period not *exceeding 7 days*	Other *British officer*, *or an I O. commanding a detachment, if* authorized by C O.	Do	
	(d) For any period not exceeding 3 days	Other I *Os, if authorized* by C O	Do	3 *Defaulters will attend parades* and take all duties in regular turn. They will be required to answer their names at uncertain hours, and may be employed on working parties.
	(See also	under heading Regiment	al boys)	
IV. Extra duties	(a) *Extra* guards or *piquets*	C O or I O comdg detachment, if authorized by his C O	All persons subject to I A A., other than I *Os*	For minor offences on these duties
	(b) Extra duties or working parties	Do	Non combatants	According to status and occupation.
V. Deprivation of acting rank appointment or of engineer, signal pioneer, artificer, corps or working pay.	(a) Deprivation of acting and lance rank, or of a position in the *nature of an appointment*.	C. O	All persons subject to I. A A., other than I Os	

A. 21527. (A. G. 8).	[illegible]	Do.	Do.	
	[illegible]	C O or I O commanding a detachment if authorised by his C O	Do	
VI. Forfeiture of good service and good conduct pay	[illegible]	C O	Do	May be awarded in addition to any other punishment
		Do	Reservists	For an offence committed during training
VII. Reprimand	[illegible]	Do	Warrant officers and N. C Os including acting N C Os	N. C Os or privates may be admonished but the latter will not be reprimanded
VIII Fines .	(a) Fine to the extent of 7 days' pay for a month	Do	Non combatants only, except W Os	May be awarded either alone or in conjunction with any other punishment except imprisonment.
	(b) Fine to the extent of 4 days' pay for a month	Departmental officer, i e, commissary, deputy commissary, assistant commissary, or senior assistant surgeon, in independent charge if not empowered to award imprisonment	Non-combatants	

Nature of the punishment	Authority empowered to award the punishment.		Persons liable to the punishment.	Relevant instructions and references.
IX. Penal deduction .	Any sum required to make good such compensation for any expenses caused by him, *or for* any loss or damage or destruction *done* by him to any arms, ammunition, equipment clothing, instruments, regimental *necessaries*, or military decoration or to any *buildings* or property.	C. O. . . .	Any person *subject to* I. A. A.	I. A. A. *Section* 50 (*f*).
X. Miscellaneous . .	(*a*) Extra drill for hours a day up to 15 days.	C. O. ..	Regimental *boys*.	
	(*b*) Do. up to 5 days	Adjutant of unit or *depot*.	Do.	
	(*c*) Confinement to the lines up to 15 days with punishment drill in drill order.	C. O. .	Do	
	(*d*) Do up to 5 *days*.	Adjutant of unit or *depot*.	Do.	
XI. Field punishments .	(*a*) No 1 *or* No. 2 *up* to 28 days.	C. O . . .	All persons subject to I. A. A., *other* than I. Os., W. Os., and N. C. *Os*.	On active service only. For details *see* I. A. A., rule 155.
	(*b*) No. 1 or No. 2 *up* to 7 days.	I. Os commanding detachment	Do. . . .	Do.

NOTE 1.—For definition of C. O. see para. 232

NOTE 2.—Punishments of *imprisonments*, confinement to the lines and extra guards or piquets may be awarded *separately or conjointly* but the carrying out of imprisonment will precede confinement to the lines, and *no award* or awards, including imprisonment and confinement to the lines shall *exceed twenty-eight* consecutive days

Field punishments can similarly be awarded separately or conjointly.

NOTE 3.—The method of entering awards on *conduct* sheets is laid down in para. 804.

NOTE 4.—As regards deprivation or disrating for inefficiency, see pay and Allowance Regulations Part I, paragraph 283-A.

239. Alteration to punishment.—No alteration in the record of a punishment awarded summarily which has been completed (other than a punishment awarded to an Indian officer under para 233 sub-para. 1) will be made except under the orders of the brigade commander; the latter will direct that the record of an illegal award, [illegible] t his discretion, [illegible] excessive, and [illegible]

All illegal or excessive award may similarly be expunged or amended under the orders of the next higher military authority.

240. Punishment of persons not subject to the I. A. A.—Persons who are not ordinarily subject to the I. A A. but who hold pensionable appointments, may be awarded by the officer under whom they are employed:—

Reprimand, extra duty, entry in service book, postponement of increment of pay, and in the case of menial servants and temporary clerical establishments, fine; and by the authority who can appoint to the office held by the offender, suspension, reduction of pay, removal from appointment, and dismissal from the service (See also appendix XI.)

Persons who are neither ordinarily subject to the I A. A nor hold pensionable appointments may be fined or discharged by the unit commander.

241. Imprisonment in military custody.—Imprisonment awarded to a person subject to the I. A A will be carried out in the quarter-guard, or cells of an Indian unit in the station, otherwise in the cells of a British unit All prisoners will be visited daily by the orderly officer, and medical officer or hospital subordinate. They will also be visited by the officer of the week A n. c. o with such assistance as may be necessary, will be detailed to superintend hard labour and punishment drill. I A Fs P-1468, P 1478 and Z 2023 will be kept up.

242. Imprisonment, how imposed.—Rigorous imprisonment in military custody will be carried out as follows:—

(i) Prisoners will, as a rule, be confined separately in the regimental cells if available, if not, in the guard room. Two prisoners will never be confined together The cells shall always be under the observation of a sentry If a prisoner is admitted to hospital, a sentry will, if necessary, be posted over him.

(ii) Prisoners will be employed on hard labour tasks, such as spade work and working parties; no task will exceed two hours consecutively. They will also undergo punishment drill for not less than two hours daily Hard labour and punishment drill together will be for six/seven hours daily from 15th March to 14th October/15th October to 14th March, the respective periods of labour and drill being apportioned by the unit commander. In the hot season the hard labour should be performed under cover.

(iii) For minor breaches of prison discipline a prisoner may be awarded by the unit commander:—

(a) Reduction of diet for not longer than three days at a time.

(b) Additional hard labour and punishment drill not exceeding together two hours daily, for not longer than seven days at a time.

243. Calculation of sentences.—The rules in the K R. for calculating the date on which sentences expire, are applicable to sentences of courts-martial under the I A. A

244. Disobedience to authority.—Disobedience to the instructions of a person subject to the I. A A., who, though holding a position of authority, is not an Indian officer, warrant officer, n.c o., or acting n c o. (see para 146) does not constitute an offence under section 27 (e) of the I A A Such cases, will, however, generally fall within the terms of section 39 (i) and can, if so be disposed of under that section

(d) Desertion and offences against enlistment.

245. Deserti [illegible]
British troops
" Desertion and [illegible]
case of all persons subject to the A A In the case of desertion or absence without leave the unit commander will at once inform the local and railway police and will send a copy of A F B 124 to the I. G. of Police of the province, the military and police authorities, and shipping masters at the principal ports of embarkation, and to the superintendents of government printing at Calcutta, Madras and Bombay, for insertion in the gazette.

246. Desertion, absence without leave, Indian troops.—When persons subject to the I A A desert or are absent without leave the unit commander will immediately furnish the civil authorities with full particulars For instructions regarding action to be taken see Appx I An immediate report will also be made to the police if any person not subject to the I. A. A absconds with government property.

247. Deserter rejoining.—If a deserter or absentee rejoins or ceases to be liable to apprehension the unit commander will at once inform the police and also, in the case of a British soldier, the editor of the " Police Gazette," as directed in the K. R.

248. Deserters from Indian army.—A person subject to the I. A. A. who is declared absent under section 126, I. A A., does not thereby cease to belong to the corps in which he is enrolled though no longer shown on its returns, and can, if subsequently arrested, be tried by court-martial for desertion. When arrested he will be shown on returns as " rejoined from desertion "

249. Authority competent to dispense with trial.—Brigade or district commander is a competent authority for the purpose of section 73 (3) A A.

2. COURTS-MARTIAL.

250 The K. R. applicable to trials under the A. A.—The rules in the K. R. under the heading "Courts-martial" are, where not otherwise provided for in the following regulations applicable in all cases of trial under the A. A.

251. Summary court-martial.—The discipline of the Indian Army depends in a great measure on the summary court-martial. When a soldier or other persons subject to the I A. A. has committed an offence which can be tried by summary court-martial, unit commanders, when determining by what court the accused shall be tried, are to bear in mind that the legislature in conferring upon them the powers of summary court-martial intends that they shall exercise these powers

252. Exemplary service.—For the purpose of exemption from trial under section 67 of the I A A, a soldier will be considered as having served in an exemplary manner if at any time during his service subsequent to the commission of the offence he has had no red ink entry in his defaulter sheet for a continuous period of three years

253. Medical examination before trial.—An accused person shall be examined by a medical officer on the morning of each day that the court for his trial is ordered to sit, and a unit commander is responsible that no accused person is brought before a court-martial if in the opinion of the medical officer he is unfit to undergo his trial

254. Dying declaration.—In order that a dying declaration may be admissible as evidence at a court-martial under the A. A, it must be made in circumstances which satisfy the requirements of English and not Indian law

Dying declarations which satisfy the requirements of Indian law are admissible as evidence at courts martial under the I A A

255. Witnesses not to leave station.—When an application has been made for a court-martial, no military witness will be allowed to leave the station without the sanction of the authority to whom application for trial has been made After trial the latter will use his discretion as to whether witnesses may disperse

256 Junior officers to attend trials—Officers will attend all courts martial on men of their own unit for one year after joining the Indian army

257. Composition of courts-martial under I. A. A—The president of a G C M. and D C M under the I A A should if possible, of field rank, when the court is composed of British officers When it is composed of Indian officers he should if possible, be of or above the rank of subadar For the trial of doubtful or complicated cases a D C M *under the I A A. should, if possible, consist of five officers*

258. Reference to D. J. A. G. or A. J. A. G. before trial.—Charges under sections 17, 18 (4) except ordinary theft 18 (5) and 41 of the A. A also charges under I A. A. of civil offences connected with accounts, or which are of a fraudulent nature, except ordinary theft,

should be referred to the D. J. A. G. or A. J. A. G. before trial. Any case of doubt or difficulty should also be referred to the D. J. A. G. or A. J. A G.

[illegible]

martial proceedings, original and duplicate will be registered and sent by separate posts.

A-34668 (A. G. 8). **260. Disposal of proceedings other than proceedings of Summary Court-Martial.**—Except in cases of acquittal in A. A. cases, the original proceedings of Court-martial disposed of by, command, district, brigade and station authorities will, after confirmation, or where confirmation has been withheld, be sent to the unit com- [illegible]

[illegible]

the D J A G. or A J. A G In the I A. the necessary records of a conviction must also be made in the Court-Martial Book. (See para. 803) In cases of acquittal in A A. cases, the proceedings, after counter-signature by the officer who would have dealt with them had the result been conviction, will be sent to the D. J A. G. or A. J. A G. direct, unless required to be sent through the officer commanding unit for his perusal.

[illegible]

The officer to attach the certificate is either:—

The confirming officer, or

The officer who would have dealt with the proceedings had confirmation been required, or

The superior officer to whom proceedings have been submitted in cases in which either of the above officers is not competent to take action.

Where the confirming officer, or the officer who would have dealt with the proceedings had confirmation been required, is not competent to deal with the matter himself, he will, in transmitting the proceedings to the O C. unit for promulgation, or in cases of acquittal

in A. A. cases to the D J. A. G. or A. J. A. G , attach a memorandum

ings direct to the D. J. A G. or A J. A. G.

Where proceedings which disclose irregularities or allegations which appear to require investigation are received by the D. J. A. G. or A. J. A. G. without either the certificate mentioned in sub-para. two above, or the memorandum referred to in sub-para. three above, having been attached those officers will submit the proceedings to the G. O. C.-in-C. and this officer will attach to the proceedings either the necessary certificate or a note that the matter does not appear to require investigation

The transmission of proceedings is not to be unnecessarily delayed for the purposes of enquiry into such collateral matters. Where necessary, extracts will be made and the proceedings promptly transmitted to the proper officer of the J A G.'s Department "

261. Appointment of J. A.—An officer empowered to appoint a J. A. may, when an officer of the J A G 's Department is not available, and the case presents no legal difficulties, appoint an officer to officiate as J. A This applies also to the revision of a case originally conducted by a D. J A. G. or A. J. A G. A -39575 (A. G -8).

262. Appointment, interpreters.—The rules relating to the appointment of interpreters to courts-martial held under the I A A. are laid down in the I A A Rules

A duly qualified interpreter may, when necessary, be appointed by the convening officer to any court-martial held under the A A. to a court of inquiry, or to a court of inquest.

263. Illegal awards.—The reduction of a soldier from or to an acting rank or an appointment is not a legal sentence. If such a sentence is inadvertently passed and the sentence contains no further legal award it is a nullity, and the court can be re-assembled to pass a valid sentence If, however, the sentence is partly legal and partly illegal, confirmation of the illegal part may be withheld, or the court re-assembled to revise its sentence.

264. Annulment of court-martial proceedings.—The proceedings of a court-martial may be annulled by H E the C -in-C. or under the advice of the D J A G or A J A G by a G. O. C.-in-C., district or brigade commander in respect of proceedings which have been confirmed by him or by an officer under his command.

Where the finding and sentence have been confirmed, and it after-

265. Sentence of Imprisonment or detention exceeding 12 months.—When a court martial under the A. A. has not order A-30845 (A. G. 8).

should be referred to the D. J. A. G. or A. J. A. G. before trial. Any case of doubt or difficulty should also be referred to the D. J. A. G. or A. J. A. G.

259. Court-martial proceedings.—The proceedings of a G. C. M. [illegible] G. [illegible] A. J. [illegible] tted through the J. A. G. The proceedings of a D. C. M. will be sent by the president, superintending officer or J. A. direct to the confirming officer, who may, if he considers it necessary, call upon the D. J. A. G. or A. J. A. G. for a report upon them before confirmation. Court-martial proceedings, original and duplicate will be registered and sent by separate posts.

A-34668 (A. G. 8). **260. Disposal of proceedings other than proceedings of Summary Court-Martial.**—Except in cases of acquittal in A. A. cases, the original proceedings of Court-martial disposed of by command, district, brigade and station authorities will, after confirmation, or where confirmation has been withheld, be sent to the unit com- [illegible]

the D. J. A. G. or A. J. A. G. In the I. A. the necessary records of a conviction must also be made in the Court-Martial Book. (See para. 803). In cases of acquittal in A. A. cases, the proceedings, after counter-signature by the officer who would have dealt with them had the result been conviction, will be sent to the D. J. A. G. or A. J. A. G. direct, unless required to be sent through the officer commanding unit for his perusal.

Where the proceedings disclose matters which appear to require investigation, such as a breach of K. R. or other regulations on the part of individuals other than the accused or allegations as to irregularities or statements as to the mental condition or fitness for service of the accused, whether made in mitigation of punishment or otherwise in the proceedings, a certificate will be attached to the proceedings stating that action has been, or is being, taken to deal with that matter.

The officer to attach the certificate is either:—

The confirming officer, or

The officer who would have dealt with the proceedings had confirmation been required, or

The superior officer to whom proceedings have been submitted in cases in which either of the above officers is not competent to take action.

[illegible]

(*iv*) Soldiers sentenced to imprisonment or detention whose discharge for misconduct the brigade commander proposed to authorise under K. R. 363, (*xi*) except those enlisted in India.

The Director, Military Prisons and Detention Barracks in India, will always be referred to before a soldier under sentence of these categories is committed elsewhere than to Lucknow. When however, owing to the probability of a passage to the U. K. by transport or other public opportunity being conveniently available, it appears that expense can be saved by committing a soldier sentenced in Aden to the detention barracks there, this course will be taken at once and the Director, Military Prisons and Detention Barracks in India, informed immediately.

Convicts and prisoners may legally be committed to an authorized civil prison in India either pending removal elsewhere or (where the sentence is to be undergone in India) to undergo their sentences The following will usually be committed to an authorized civil prison:—

(*v*) Convicts who are excepted from serving their sentences in the U K by a declaration made under Section 131 (2) A A

(*vi*) Soldiers enlisted in India sentenced to imprisonment and discharged with ignominy, unless convicted of a purely military offence only.

(*vii*) Soldiers enlisted in India sentenced to imprisonment for offences under Sections 17 and 18 (4) and (5) of the Army Act or for any offences under Section 41, who are to be discharged for misconduct under K. R 363 (*xi*) Except in the cases of men included in categories (*v*) to (*vii*), no convict or prisoner will be committed to an authorized civil prison in India without authority from A. H Q.

Soldiers enlisted in India but not included in categories (*vi*) and (*vii*) who are sentenced to imprisonment and are to be discharged, either with ignominy, or for misconduct under K R 363 (*xi*) will be committed to the Military Prison, Lucknow, soldiers, enlisted in India, who are sentenced to detention, whether they are to be discharged or not, will be committed to the nearest detention barrack

267. Despatch to the U. K. of soldiers under sentence.—The Director, Military Prisons and Detention Barracks in India, will arrange direct with the Embarkation Commandant, Bombay, for passages required for men while under sentence, in whatever military prison or detention barrack they may be confined, excepting in the [illegible]

[illegible]

under detention, prisoners or convicts when despatched to the U K.

Soldiers, other than those enlisted in India, undergoing sentences of imprisonment combined with discharge with ignominy, or of

imprisonment or detention whom it is proposed to discharge for misconduct, will, if possible, be sent to the U. K. during a trooping season in time to allow of their discharge there on the expiration of their sentences, those whose sentences expire before the 15th November being removed to England during the preceding trooping season.

Cases in which it has not been possible to comply with the above instructions will be dealt with as follows:—

If the sentence expires before the 1st July the soldier will on release be despatched by private vessel to the U. K. for discharge.

If the sentence expires on or after the 1st July the soldier will, on release, be returned to his unit and will be despatched by the first transport of the ensuing trooping season to the U. K. for discharge.

3. MILITARY PRISONS, DETENTION BARRACKS, AND BARRACK DETENTION ROOMS.

268. General instructions.—No detention room will be occupied without the sanction of the district or brigade commander; this will

der will ascertain that the rooms are fit for the reception of soldiers sentenced to detention or imprisonment

269. Military prisons and detention barracks.—The constituted military prisons and detention barracks under the A. A are at the following stations:—

Combined military prison and detention barrack . Lucknow
Detention barracks .. . . Aden, Lucknow, Quetta, Trimulgherry and Sialkot

The regulations for the administration of these prisons and detention barracks, and the duties of officers and others employed in them, are laid down in the "Rules for Military Prisons and Detention Barracks in India"

270. Regimental barrack detention rooms.—Regimental barrack detention rooms will be inspected and each soldier under sentence visited daily by an officer of the unit, who will report the result of the inspection to the unit commander. The scale of diet of soldiers under sentence and convicts is given in I. A. F. P.-1471.

4. COURTS OF INQUIRY, COMMITTEES, BOARDS, PANCHAYATS AND INQUESTS.

271. Composition.—The convening officer is responsible that a court of inquiry or station board is constituted of officers whose ex-

272. Courts of inquiries on injuries.—Courts of inquiry will be held in the circumstances specified in the K. R. to investigate the cause of injuries to British and Indian soldiers and public followers. The proceedings will be confirmed by the brigade commander. (See para. 299).

273. Prisoners of war.—Whenever persons subject to the I. A A are taken prisoners by an enemy a court of inquiry under I. A. A, Rule 158 (*h*) will be assembled under local arrangements to enquire into their conduct.

The court of inquiry will be held as soon as possible after the return of the prisoner or prisoners but when there is reason to believe that a person has been taken prisoner by his own voluntary action or wilful neglect of duty, or that he has served with or under, or has aided the enemy, a provisional court of inquiry (see below) will be assembled at the earliest possible moment to investigate the circumstances

The proceedings will be forwarded by the officer who assembled the court to the command, district, or to the commander of the forces in the field, who will, unless full remission of the forfeiture of pay and allowances incurred by a prisoner of war has already been made, issue such orders as he may think fit regarding the remission of such forfeiture. See I A A, Rule 163 (*c*).

A remission or forfeiture of pay and allowances may be partial or full See section 52, I. A. A

A court of inquiry under I. A. A, Rule 158 (*h*) on the conduct of a prisoner of war who is still absent may be assembled in suitable cases and in particular to assist the authority empowered to remit the forfeiture of pay and allowances incurred by such prisoner of war in deciding what remission, if any, should be made in order that provision may be made by the prescribed authority for the dependants *of the prisoner of war. See section 52-A, I A A and I A A Rule 163-*A Such remission may also be made on the written report on the prisoner's conduct by an officer who has personal knowledge of the case or has been deputed to investigate it, or on the personal knowledge regarding such conduct of the authority having power to make the remission

A court of inquiry respecting a prisoner of war still absent and not known to have died in captivity will be regarded as a provisional court of inquiry only.

Where an authority who has power under section 52-A, I A. A and I. A. A. Rule 163-A, to make provision for the dependants of a prisoner of war considers that such provision should be made but is unable to make it owing to no remission of the forfeiture of pay and allowances of the prisoner of war having been made he will, if not himself empowered to make the remission, refer the matter to the authority who has that power

274. Panchayats.—Courts of arbitration (panchayats) may be held in Indian units with the consent of the parties concerned, for the settlement of private disputes. The unit commander will see

that the record contains the substance of the matter, the names of the arbitrators appointed by the disputants, and that of the umpire appointed by himself, and the agreement of those concerned to abide by the decision of the majority. The award, which in the case of pecuniary damages shall not exceed six months' pay and allowances, will be signed by the president. The unit commander may not set aside a legal award because he dissents from it.

275. Inquests.—Immediate information shall be given to the police of the death of any person subject to the A. A. or I. A. A. or any member of his family by suicide, violence, accident, or under suspicious circumstances The O. C. on the spot shall, except as provided for in section 133 (4) A. A. only convene a court of inquest where the death occurs at a place out of British India for which no criminal court has been constituted by the G. G. in Council. The procedure of such courts of inquest shall follow the rules laid down in the A A "Rules of Procedure."

275-A. Explosions and accidents.—(*i*) Should an explosion, ignition, or accident of an explosive nature occur in a magazine, cartridge store, or other place where government explosives are stored or during the firing of a gun, etc., or with any kind of grenade, bomb, explosive, ammunition or firework, involving severe injuries to personnel or extensive damage to material in India, the officer com-

(*ii*) If the explosion, ignition, or accident occurs in a magazine, explosive stores, or other place not in Indian Army Ordnance Corps charge, D E O. S and C. O O. need n t be informed.

(*iii*) In the event of the explosion, ignition or accident not involving injury to personnel or extensive damage to material, the officer commanding will notify the occurrence direct to the Director of Artillery and in cases where I A. O C. units are concerned, also to the C. O. O.

(*iv*) Where the explosion or accident is due to the firing of a fuze, grenade, tube or other ammunition of a mechanical nature whether separate or with assembled ammunition, the whole or recovered portion of the mechanism and fragments of shell, etc., must not be broken down locally, but must be set aside, together with samples, if any in store, of ammunition of the same n ture, lot number or design and date of filling, pending investigation by the Director of Artillery.

(*v*) If a court of inquiry is ordered to assemble to investigate the occurrence, the time and place of assembly will also be notified to the Director of Ordnance Inspection who will, if he considers it necessary, direct an officer of the inspection staff to attend the court Failing the attendance of such officer arrangements will be made by the D E. O S. whenever possible for the attendance of an I. O. O.

A copy of the proceedings of the court of inquiry will in all cases be forwarded to the Master General of Supply.

5. COMMITTEES OF ADJUSTMENT.

276. Procedure.—The Regimental Debts Act, 1893, and the regulations under that Act, lay down the course to be followed in the case of death, insanity, desertion, absence without leave, or conviction by a civil court for an offence which by the law of England is felony, of any person subject to the A. A. When a person subject to the A. A dies at a station in India the station commander will detail one or more officers to secure the effects of the deceased which are on the spot and to carry out any instructions of the committee of adjustment.

277. Assembly.—When it becomes necessary to assemble a committee of adjustment on the state of a deceased officer or warrant officer the necessary forms will be forwarded to the unit or station commander by the Secretary to the G of I, in the A D, on receipt of intimation of death without any further application on his part. In the case of a British service officer dying out of India or of an officer who is insane or a deserter the unit or station commander will apply by telegraph to the Secretary to the G. of I, in the A D, for the necessary forms In all other cases the proceedings in duplicate will be recorded on A. F O 1625, and will in the case of those borne on the rolls of, but not serving with, a unit, be sent to the officer in India having charge of their duplicate attestations who will be responsible for the disposal of the surplus.

278. Casualty at a civil station.—A committee of adjustment on the estate of a person who did not reside at a military station, will be assembled at the nearest station

279. Public property to be returned.—A list of any articles of public property found among the effects, will be sent by the committee of adjustment to the convening officer, by whom they will be returned to the proper quarter.

280. Delay in closing estates.—When the accounts of the estate of an officer or warrant officer are not closed within three months, the officer convening the committee of adjustment will report the cause of delay to the Secretary to the G of I, in the A. D. Where the estates of n.c os and soldiers of the U. L are concerned, a similar report will be made to the district commander

6. LEGAL PROCEEDINGS.

281. Institution of civil suits.—(For instructions on Criminal proceedings see Appendix IX).

(i) No legal proceedings shall be undertaken on behalf of Government without the sanction of the district commander who may, on the advice of the proper Government Law Officer sanction the institution or defence of civil suits (or appeals) The conduct of the [illegible]

the government law officer. All cases concerned with titles to military lands will be referred for the orders of the Government of India

(*ii*) (*a*) A list of Government law officers who may be consulted is given in Appendix IX. A. The procedure with regard to consulting these officers is governed by the rules on the subject framed by Local Governments in whose jurisdiction the area of the military commander concerned is included. In the case of a military area which is situated within the jurisdiction of more than one province, the law officer of the province in which the case upon which advice is sought originated should be consulted [but see note (2) to the appendix quoted]

(*b*) When a case originates in an Indian State the matter will be referred in the first instance to the political officer of that State. In the event of his being unable to dispose of the case through diplomatic channels or when further advice of a purely legal character is required, the matter may be referred to the government law officer.

(*c*) In cantonments in Indian States which are under a Local Government or the Government of India, the military commander will apply direct to those governments and not to the political authorities.

(*iii*) When an officer receives intimation that a civil suit has been or is likely to be instituted against government or a public servant in his official capacity, he will report the circumstances to the district commander in order to avoid *ex parte* decrees being made against government In this connection it should be remembered that Section 80 of the Civil Procedure Code requires two months' notice of such a suit to be given as therein specified, before a valid suit can be instituted.

(*iv*) To enable the district commander to decide on the advisability of instituting legal proceedings, the officer immediately concerned will prepare a memorandum detailing the circumstances which render the suit necessary and an exact statement of the claim. This shall state the subject of the claim, its amount, when it accrued, steps taken to obtain satisfaction, pleas urged by the defence and the answers to such pleas. Copies of all important documents (with translations if in the vernacular) should accompany the memorandum.

A-6333 (A.G.-8.) (*vi*) When government sanction the defence or prosecution of a suit in which a public servant is implicated, the fee of only one counsel will be allowed.

282. Civil rules affecting soldiers.—Rules regarding the procedure in connection with suits by or against soldiers are contained in the first schedule to the Code of Civil Procedure, 1908, Order V, Rules 28 and 29, and Order XXVIII, Rules 1 to 3.

283. Service of summons.—(*a*) *Officers*—The summons in a civil suit against a British Officer should be served direct by the court

The unit commander has no legal authority to receive or serve such summons.

(b) *Soldiers*—The unit commander will serve the defendant the copy of the summons received from the court and after obtaining the written acknowledgment thereon will return it to the court under his own signature. If the defendant authorises any person to act for him (see para 285), such authority will be attached to the copy of the summons returned to the court. If the summons cannot be served it will be returned to the court with an explanation.

284. Attachment of pay.—(a) *Officers.*—The decree of a civil A-27025]
court against the pay of a British officer is limited to one half of his (A. G.-8).
monthly pay. The pay of an officer attached under decree by a Civil Court is his full pay after deducting syce allowance and allowance in lieu of forage, local allowances, tentage presidency house rent, fund subscriptions and income-tax. Recovery will be made by the C M A. concerned and the amount remitted directed to the court that made the decree

(b) *Soldiers*—The pay of a British soldier and that of all persons subject to the I A A is exempt from attachment

[illegible]

285. Appointment of an attorney.—Where any officer or soldier actually serving the Government in a military capacity is a party to a suit and cannot obtain leave of absence for the purpose of pro- [illegible]

[illegible]

case is to be heard

Whereas I (name) inhabitant of village . . . . pergunnah . . . in the district of . . . . . son of. . . . . . . of the caste of . . . . . at present rank in , company . . . . regiment. . . . . . stationed at . . . having occasion to institute (or defend) an action for (nature and object of suit and name of adverse party), do hereby nominate and appoint (name, residence and caste and relationship if any) to be my attorney, and I bind myself to abide by whatever he, the said attorney may do on my behalf in the prosecution (or defence) of the said suit. The said attorney will either prosecute (or defend) the suit in person, or [illegible]

from the judgment passed in the suit, the said attorney is hereby empowered to act for me on the appeal in a like manner as in the original suit.

Signature..........................

Signed in my presence............O. C.

286. **Powers of attorney exempt from court fees.**—A power of attorney to institute o. defend a suit executed by an officer or soldier in military employ, is not chargeable with any court fee (section 19, cl. 1, Act VII of 1870)

287. **Disposal of soldiers suits.**—Civil courts have been enjoined to dispose of all suits for the prosecution or defence of which officers, soldiers or reservists who have obtained leave of absence, irrespective of the order in which they stand on the register and as speedily as is consistent with the administration of justice. Any complaint as to the non-observance of this rule will be submitted to the local government concerned.

288. **Civil officer may extend leave.**—When a person subject to the I A. A obtain or applies for leave of absence for the purpose of prosecuting or defending a civil suit, he shall be provided by his unit commander with a certificate to enable him to obtain priority of hearing (I A F D-902) The certificate shall be presented in person to the court If the case cannot be disposed of within the period of leave granted, the civil officer concerned may grant leave for such period as will admit of the receipt of a reply to an application to the unit commander for the necessary extension of leave The civil officer will at once report to the unit commander any grant of leave sanctioned by him.

290. **Exemption from statutory labour.**—Indian soldiers, reservists, reservists and pensioners are exempt from the compulsory statutory labour which is authorized by Madras Act I of 1858; Act VIII of 1873 (Northern India Canal and Drainage Act); and the Bombay Irrigation Act, 1879.

CHAPTER IX.—MILITARY TRAINING AND EDUCATION.

1. GENERAL.

291. **Training.**—General instructions as to military training including Educational training are laid down in the training manuals, the Indian supplements and addenda thereto.

292. **Courses of instructions.**—Details regarding educational establishments and courses of instruction are given in "Courses of Instruction, India."

293. **Standard of professional efficiency.**—The general conditions of eligibility for proficiency pay and the general standards of professional efficiency are laid down in P. and A. Regs

2. BRANCHES OF MILITARY TRAINING.

(i) Physical training.

294. **Inspector.**—(a) The inspector of Physical Training at Army Headquarters is the technical adviser to the C. G. S. on all matters connected with physical training, skill-at-arms, etc, in the army in India generally, and is responsible for inspecting the training and reporting on the efficiency with which these matters are dealt with in the various commands.

(b) He is responsible for the training policy at the army school of physical training.

295. [illegible]

Command

(b) They will correspond direct with the Inspector of Physical Training on all purely technical and departmental matters.

296. [illegible]

organization and efficiency of the training at the school

297. **Assistant instructors.**—Each of the British and Indian units shown below will maintain the following number of Indian qualified assistant instructors not above the rank of Havildar:— 14049-G. S. (M. T. 1).

	Paid	Unpaid.
Indian Cavalry Regiment	2 (c)	1
Horse, Field and Medium Artillery Battery	.	1
British Pack Artillery Battery	1	..
Indian Pack Artillery Battery	1	1
Royal Artillery Training Centre	4(a)	4
Pack Artillery Training Centre	6 (a)	6
Divisional Ammunition Column	1	1
Indian Coast Artillery	1	1
Frontier Garrison Artillery	2	1

	Paid.	Unpaid.
[illegible]	3 (b)	3
[illegible]	3 (b)	3
[illegible]	3 (b)	3
[illegible]	1 (a)	1
[illegible]	..	1
[illegible]	1	1
[illegible]	..	1
[illegible]		1
[illegible]	1	1
[illegible]	1	1
[illegible]	..	1
[illegible]	6 (a)	4
[illegible]	1	1
[illegible]	1	1
Divisional Signals	1	1
Signal Troop		1
British Infantry Battalion		1
Indian Infantry Battalion (active)	2	2
Pioneer Battalion (active)	2	1
Gurkha Battalion	4 (b)	2
1-4th Hazara Pioneers	4 (b)	1
Training Company (Indian Infantry or Pioneers) of a training Battalion	2 (a)	.
Viceroy's Bodyguard	.	1

NOTES

1 (a) Intended for the training of the recruits The allowance will only be drawn provided the assistant-instructor concerned is actually employed in teaching [illegible]

(b) To re-qualify, an assistant instructor must attend a refresher course at the Army School of Physical Training and there have his certificate endorsed.

(c) Assistant instructors detailed for duty with Training Battalions or Centres should be sent within 6 months of qualifying or re-qualifying and should be in possession of at least a "2nd class" certificate, as holders of "Standard" Certificates are not considered suitable for teaching recruits.

298. **Certificates.**—(a) Two forms of certificate are awarded for physical training:—

(i) Assistant instructors' qualifying course;
(ii) Advance course.

No other certificate of any description is awarded in connection with physical training or its correlated subjects.

(b) The physical training badge (crossed swords) will only be worn by qualified assistant instructors.

299. **Injuries.**—All physical training and exercises including physical training games carried out as part of the training of a soldier

under the supervision of a physical training instructor or platoon or company commander and during parade hours, are compulsory and injuries sustained by officers and men taking part in such parades will be considered to have occurred while on duty. Games and sports which take place out of parade hours are not compulsory, but injuries or death sustained by officers and men resulting from regimental games and other physical recreation definitely organized by, or with the approval of proper military authority, should be regarded as due to the service. (A-24068, A. G. 14).

(ii) Small arms training.

300. Duties of commandant, small arms schools.—The Commandant, S A. Schools, India, is responsible for co-ordinating the instruction at the musketry schools in India and for carrying out inspections of the small arms training of units as required by the C. G. S. He will act as technical adviser in small arms to the C. G. S. and will carry out such experiments as may be required. He will receive the musketry returns of all units of the army in India and, after collation, render an annual report to the C G S on the small arms training of units

(iii) Machine gun training.

301. Duties of commandant.—The Commandant, M. G. School, is responsible for the standard and uniformity of machine gun training at the M. G. school and for carrying out the inspection of machine gun training in units. He will carry out the inspection of personnel of units and forts armed with machine guns as required by the C. G. S., and also such experiments as may be required. He will receive the machine gun firing returns of all units of the army in India, and after collation, render an annual report to the C. G. S. on the machine gun training of units

(iv) Signalling.

302. Signal officer-in-chief.—The Signal officer-in-chief at A. H Q. is responsible under the orders of the C G. S. for the direction of training in accordance with the manuals, at the army school of signalling and for the inspection of signal training of all units, both British and Indian, serving in India.

303. Chief Signal officer at command headquarters.—The chief signal officer at the headquarters of each command is responsible for the supervision of the signalling training of all units in the command and will be assisted in the performance of this duty by Os. C signal units allotted to formations.

304. Army signal school.—The object of the army signal school in India is to maintain a uniform system of training throughout the army. British and Indian officers and n. c. os. will be trained at this school as instructors and assistant instructors for their units, and will be granted certificates as such. 18122 G. S. M.T. 1.

Instructor and assistant instructor certificates can only be issued by the commandant army signal school.

305. Courses.—Details regarding the various signalling courses are given in Signal Training, Part I, India

306. Regimental signallers.—Each unit will maintain in addition to its peace establishments of signallers fully trained supernumerary signallers up to 25 per cent of that establishment.

307. Instructors and assistant instructors in units.—Instructors and assistant instructors will be appointed annually Squadron and company serjeant majors, and quartermaster-serjeants and n. c. os. of the Indian army who hold regimental appointments (such as pay-daffadar, havildar or naick, quartermaster-dafadar or havi dar, clerks, writers schoolmasters, etc), will not be employed as assistant instructors of signallers

Only those soldiers under the rank of serjeant, or corresponding rank in the Indian army, whose full time is available for continuous signalling work will be appointed regimental signallers.

308. Semaphore.—In British and Indian units except Pioneers in addition to the trained signallers, all officers and n. c. os. and at least [illegible]

16438-G. S. (M.T. 1). which it is carried out depending on the time available after the completion of technical pioneer training

309. Collective test.—The signallers of all units will be inspected annually under the orders of the district commander by a collective test as prescribed in paragraph 2, Section 110, Signal Training, Part I, 1920.

An officer of the corps of Signals will, whenever possible, be present at these tests in order to give the inspecting officer technical assistance.

310. Brigade or station signal instructors.—When two or [illegible]

1920.

(V) Survey classes.

See appendix XVIII.

17332-G. S. (M.O. 3). **311.** (*a*) **General.**— Twenty-six non-commissioned officers and men of the Indian Army, (including at least six artillery ranks) of good character and likely to become proficient, will be trained annually at Roorkee as surveyors. The course will be from the 1st July to the 30th April. Names of candidates should be submitted on India Army

Form X-1845, to reach the C. G. S. through the usual channels, not later than the 15th April. The caste, tehsil, age, service, character and special qualifications of each candidate must be given.

(b) Candidates should be young soldiers preferably below the rank of dafadar or havildar and will be selected as far as possible from classes in the following order.—

(a) Pathans.
(b) Afridi Sikhs.
(c) Durani Afghans.
(d) Ghilzai Afghans.
(e) Kizilbashis.
(f) Other inhabitants of Afghanistan, *preference being given to Shiah Muhammadans and Persian speakers.*
(g) Baluchis, Brahuis and Barechis
(h) Persians
(i) Arabs.
(j) Panjabi Muhammadans
(k) Gurkhas.
(l) Garhwalis.
(m) Sikhs
(n) Jats.
(o) Rajputs
(p) Dogras
(q) Other enlisted classes

(c) They must be able to write in the Roman character from dictation, and must possess a knowledge of arithmetic, including decimals. On selection they will be required to extend their colour service for such a period as will complete 15 years from the date of their attestation. Such men will not be transferred to the reserve. If transferred to the Survey Department they will be allowed to take their discharge or be transferred to the unattached list. No discharge of such men can be granted without a reference to the C. G S.

(d) During the course the men will not be seconded in their regiments

(e) The General Staff will have the first lien on the services of these men for employment, either on active service or for exploration and reconnaissance

(f) A proportion of those Indian soldier surveyors who pass out of Roorkee annually will be attached for extra training to the Survey Department under arrangements made between the Surveyor-General and the C. G. S

(i) This extra training shall be, for all men, for a period of two

ing. During this time the Officer-in-Charge of the party will be authorised to grant furlough up to two and a half months to men, with free passage to and from their homes under the conditions governing the grant of such passages in the case of Indian troops laid down in Army Regulations, India, Volume X.

(ii) At the end of this training the Surveyor-General will supply the C. G. S. with a report on all men who have completed two seasons in the field, showing which men he desires to retain with the survey of India for a further period of three years to complete the five years' training.

(iii) Men under training during this period will be seconded with effect from the date they are retained by the Surveyor-General for the further training and will not draw any regimental pay or allowances. The Surveyor-General shall, however, have power to send a man back to his regiment who does not work satisfactorily.

(iv) During his period of extra training a man shall not be liable to be "claimed" for work under the General Staff or any other Department except in the case of war, and then only in the case of men trained under rule (*f*) (i) and not those under rule (*f*) (ii).

(v) At the end of the whole period of five years such men as are finally approved by the Surveyor-General shall have the option, with the concurrence of the C. G. S. of being transferred permanently to the Survey Department.

(*g*) Beginning with the year following that in which he passes the course, every qualified surveyor will, unless he is extra-regimentally employed on survey duties, submit annually on the 1st September a sketch and report. The officer Commanding the man's Corps will set the exercise. If a position is selected, it will be at least one square mile; if a reconnaissance, then at least ten miles. The time taken will be entered on the sketch, which must be executed without assistance. If the Brigade Commander considers the work satisfactory, he will grant a certificate of efficiency which will be valid for 12 months from the 1st October. *The officers under* [illegible]

(*h*) Any promotions, reductions, discharges, transfers, deaths, that may take place amongst Roorkee trained surveyors whilst with their regiments should be reported by the Officer Commanding, *as they occur*, through the usual channel to the C. G. S

17332-(G. S. (M. O.-3) **312.** Three Indian Instructors are allowed for the Indian Military Survey class at Roorkee:—

(*a*) The Chief Instructor (if not a Jemadar) will be promoted to the rank of Jemadar after one year's probation and the rank of Subadar after 5 years as Jemadar.

(b) The Assistant Instructor (if not of the rank of Havildar) will be promoted to the rank of Havildar after one year's probation 17332-G. S. (M. O.3).

313. The following advantages are open to Roorkee Surveyors:—

(a) Eligibility for the MacGregor Memorial Medal, with money grant up to Rs. 100. This is awarded annually to the officer or soldier who has done the best reconnaissance during the previous year.
(b) Money grants from the General Staff (M. O.-3) to men who display special talent for military reconnaissance (each case is decided on its merits). A. I. (I.) 333 of 1921.
(c) Transfers to the Survey and other Civil Departments are permissible. In such cases all periods of Military service after the age of 20 years are allowed to count towards civil pension.
(d) Employment on private railway surveys beyond the Frontier, with officers, and if considered desirable by the General Staff, with private travellers; at special rates of pay, ordinarily double those laid down with, frequently double regimental pay.
(e) When employed on field service, money grants are frequently given, in addition to the ordinary field pay, for exceptional work.
(f) See also P. & A Regs., Part I, para. 66 and P. & A Regs., Part II, paras 136-V and 300.

(vi) Transport training.

314. **Mules for training purposes.**—In order to enable units to carry out training in packing and loading, the supply of ammunition, disposition of transport in action and in convoy duties, the station commander may authorize the necessary number of mules, if available in the same station, to be supplied to units when required

315. **Establishment to be trained annually.**—Every cavalry, Infantry and pioneer unit and corps of S. and M. and signal unit, will have the following personnel trained annually as transport officers and transport assistants —

	British officers	Indian officers.	N. C.Os. and men.
British cavalry and infantry unit	1		4
Indian cavalry, infantry and pioneer unit	1	1	7
S. and M. and signal unit	1	1	4

(vii) Veterinary training.

316. **Army veterinary school.**—Attendance at the Army Veterinary Schools, Poona and Ambala, is compulsory for officers of the mounted branches of the service including officers of the I. A. S. C. unless they have attended a course at the Cavalry School, Saugor.

47878 (Q. M. G.-14). **317. Training in veterinary first aid and veterinary hygiene.**—N.-C. Os. and men trained in veterinary first aid and veterinary

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mbers will be trained annually in :—

(a) first aid to the wounded,
(b) sanitation in camp and lines,
(c) stretcher drill

	N.-c os.	Ptes.
British cav regt.	2	16
British infy battalion	6	36
Indian cav. regt.	2	8
Indian infy bn. (active)	4	26
Batty or co. R. A.	2	2
S. and M unit	2	2
Signal unit.	2	2

NOTE.—Those already trained and still eligible for employment in the above duties on service should attend the annual course and may be included in the number prescribed.

319. First field dressing.—Unit commanders are responsible that all officers, n.c os. and men are instructed in the application of the first field dressing.

320. Sanitation.—All officers will attend a course of at least four lectures and demonstrations annually under arrangements to be made by district commanders. Officers of squadrons, batteries, companies, etc., will instruct their men in sanitation

320-A. Of the Non-Commissioned Officers and men of British and Indian units trained in sanitation under the preceding paragraphs, the following will be employed :—

—	Non-Commissioned Officers.	Men.
Regiments of British Cavalry	1	4
Battalion of British Infantry	1	6
Other British units	1	1
Regiment of Indian Cavalry	1	3
Battalion of Indian Infantry	1	8
Other Indian units	1	1

Their duties will consist in supervising within their lines water supplies, the sale of food (except by regimental institutes), conservancy, cleanliness, disinfection, and sanitary policing generally.

While so employed they should not be detailed for other duties except m
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The duties of the Non-Commissioned Officers and men will be carried out under the immediate supervision of the medical officer in charge of the lines, to whom the Commanding Officer of the unit should delegate authority to issue any necessary directions regarding routine sanitary matters.

320-B. For the purposes of the above classes, each unit will be in possession of full sized diagrams (as used by the St John's Ambulance Association) "of (i) artificial respiration, (ii) circulation of the blood, (iii) dislocation, (iv) skeleton and (v) muscles and ligaments" The cost of these in British Corps will be charged to the regimental or garrison library Indian corps will be provided with diagrams, and with necessary extracts from the Manual for the R. A. M. C., translated into Urdu, Gurmukhi Hindi and Tamil, at the public expense. Z-1354 D. M. S. (2)

(x) Training in victualling duties and cooking.

321. Numbers to be trained.—In every British unit the following personnel will be trained annually in victualling duties —

British cav and infy unit	2 n c os or men, holding 2nd class certificates
British artillery units	*1 n c o or man holding 2nd class certificate*

These courses will be of three months duration and will be held at stations and on dates fixed by district commanders who will detail the necessary qualified instructors

322. Field cooking.—In each British unit a certain number of men will be instructed in field cooking which includes the making of chapattis and cooking with Indian appliances. The course of instruction will last about a month

323. Training of butchers.—For the requirements of field service a few men in each British unit will be instructed as butchers by the I.A.S.C. The course will last about three months. Men who *qualify will receive certificates as butchers (I.A.F. X—1843)* Cattle will never be slaughtered by men under instruction except in the presence of a responsible subordinate detailed by the I.A.S.C. officer in charge.

324. Training of Serjeant cooks.—In order to train serjeant cooks of British units, classes of instructions are held at the Army School of Cookery, Poona. Vacancies for these courses are allotted by the Southern Command in direct communication with other commands. Application to attend will be submitted on I.A F X—1835

.... Certificates of proficiency in serjeant-cooks courses of instruction at the Army School of Cookery, Poona, will be (Q.M.G. 6). 60003 issued by A. H. Q after the non-commissioned officer has served a satisfactory probationery period of not less than three months in the capacity of serjeant-cook. Applications for such certificates will be submitted to A. H Q. through the Commandant, Army School of Cookery, Poona, who is responsible for the preparation and submission to A. H. Q of the certificates.

3. EDUCATIONAL ESTABLISHMENTS AND CLASSES OF INSTRUCTIONS.

17894 G. S. (M. T.-1.) 325. **General instructions.**—Detailed instructions regarding schools and classes of instructions are given in "Courses of Instruction (India.)"

At the termination of each course at an army school of instruction (except the senior officer's school, M T. training centre and army veterinary schools) the commandant will submit direct to A. H. Q—

(a) a report on the course; including remarks on the general standard of students, on joining and at the end of the course;

(b) a list of students in order of merit under headings (i) British officers, (ii) British other ranks and (iii) Indian ranks stating the qualifications obtained. The names of officers and other ranks considered suitable for appointment to the instructional staff will be indicated by an asterisk,

(c) A return in the following form.—

	B. Os.	B O Rs	I Os.	I. O Rs.
Authorized number of students				
Number sent on course				
Not accepted as not qualified to attend				
Failed in entrance examination				
Not up to standard, but admitted				
Failed at half term and returned				
Obtained 'Special' or Distinguished' certificates (class A, B, or C in the case of the Army School of Education (India).				
Obtained other certificates				
Failed in final examination				
Recalled to units during course				
Returned for disciplinary reasons				

The names of students who qualify at army schools of instruction will be published in I. A. Os., in order of merit. In the case of the senior officers' school the list of students will be in regimental order.

(i) Staff colleges.

No. 19658-G. S. (M. T.-1) 326. **Staff colleges, Camberley and Quetta.**—The rules relating to the Staff Colleges, Quetta and Camberley, are given in the K. R. [illegible]

328. Applications to attend the staff college examination.—Application (on A. F. C.-2112) to attend the entrance examination will be submitted through the usual channel and in accordance with the K. R. as under—

(a) British Service Officers applying for examination for the Camberley Staff College:—

(1) The application direct to the War Office by General Officers Commanding Districts (the G. Os. C.-in C. of Commands in the case of Independent Brigade Areas), so as to arrive not later than the 30th September.

(2) By the same date a list of all such applicants will be forwarded to the Chief of the General Staff, together with a copy of Certificate "D".

(b) British Officers of the Indian Army applying for the Staff College Camberley, and all applications for examination for the Staff College Quetta.

Through Commands to the Chief of the General Staff, Army Headquarters, India, by the 15th September preceding the examination.

Officers will state definitely in their applications whether they desire to compete for the Staff College, Camberley or Quetta.

Officers on the Indian establishment desirous of obtaining certificate "*D*" of A. F. C.-2112 whilst on leave in England should apply through the usual channel to the India Office (War Office in the case of British Service officers) in ample time to allow of the necessary arrangements being made. The best months for this attachment are June, July and August.

329. Nomination of officers.—The officers who are nominated by H. E. the C.-in-C. will be selected from among those who qualify but are not successful in the competitive examination.

The following points will be taken into consideration:—

(a) The officers' record and staff service in war and peace.
(b) Marks obtained in this and previous examinations.
(c) Age.
(d) The proportion of vacancies allotted to the various arms and services.

Officers who qualify in an examination, but fail to [illegible]

[illegible]

ters before 1st June in [illegible]

[illegible]

been reached

.... Certificates of proficiency in serjeant-cooks courses of instruction at the Army School of Cookery, Poona, will be issued by A. H. Q. after the non-commissioned officer has served a satisfactory probationery period of not less than three months in the capacity of serjeant-cook. Applications for such certificates will be submitted to A. H. Q through the Commandant, Army School of Cookery, Poona, who is responsible for the preparation and submission to A. H Q. of the certificates

(Q.M.G. 6). *60003*

3. EDUCATIONAL ESTABLISHMENTS AND CLASSES OF INSTRUCTIONS.

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At the termination of each course at an army school of instruction (except the senior officer's school, M. T. training centre and army veterinary schools) the commandant will submit direct to A. H. Q.—

(a) a report on the course; including remarks on the general standard of students, on joining and at the end of the course;

(b) a list of students in order of merit under headings (i) British officers, (ii) British other ranks and (iii) Indian ranks *stating the qualifications obtained.* The *names of officers* and other ranks considered suitable for appointment to the instructional staff will be indicated by an asterisk;

(c) A return in the following form:—

	B. Os.	B O Rs.	I Os.	I. O Rs.
Authorized number of students				
Number sent on course				
Not accepted as not qualified to attend				
Failed in entrance examination				
Not up to standard, but admitted				
Failed at half term and returned				
Obtained 'Special' or Distinguished' certificates (class A, B, or C, in the case of the Army School of Education (India)				
Obtained other certificates				
Failed in final examination				
Recalled to units during course				
Returned for disciplinary reasons				

The names of students who qualify at army schools of instruction will be published in I. A. Os., in order of merit. In the case of the senior officers' school the list of students will be in regimental order.

(i) Staff colleges.

No. 19658-G. S. (M. T.-1.) 326. **Staff colleges, Camberley and Quetta.**—The rules relating to the Staff Colleges, Quetta and Camberley, are given in the K. R.

327. Staff college, Quetta, regulations [illegible]

[illegible]

from the Manager, Government of India Central Publication Branch, Calcutta.

(*d*) Officers who have been considered on their previous records and passed fit for command by the selection board prior to 31st December 1921, may be appointed commandants and be promoted accordingly without going through a course at a senior officers' school. It is, however, for the benefit of the service, and of the officer himself, that, when possible an officer who was approved before that date should attend a senior officers' school.

(*e*) Of the Indian Army Officers promoted brevet lieutenant-colonel prior to 1st June 1919 and who are passed by the selection board as fit for promotion to substantive colonel may be promoted without being required to attend a course at a senior officers' school.

(*f*) Officers of the R A M C., I M S., I.A O'C, and R.A V.C. are exempt, also officers permanently appointed to the J.A G.'s Military Farms, Cantonment Magistrates and Army Remount Departments, and officers in civil and political employ who are no longer borne, on the rolls of their units

(*g*) Officers of the I A S C who have completed 24 years' service by the 1st January 1922 will not be required to attend a course at a senior officers' school but will be promoted on their records.

333. System of reports.—A confidential report will be made by the commandant on each officer at the termination of the course The report will be communicated to the officer reported on, and will be sent in duplicate in the case of British service officers and in original in the case of the Indian Army, to the Military Secretary, Army headquarters, by the officer commanding the unit to which the officer belongs through the usual channel No other copies will be made.

The commandant of the school in making his reports will take into consideration —

(*a*) The personality of the officer,
(*b*) Tactical knowledge possessed by the officer;
(*c*) Knowledge of detail possessed by the officer with regard to the command of a battalion or equivalent unit

Officers who receive an unfavourable report at a senior officers' school will not be allowed to undergo a second course at the school. 04393 (M. S. 3.)

(iii) Classes of instruction in the U. K.

334. Attendance of officers from India, while on leave in the United Kingdom, at courses of instruction and manoeuvres, or their attachment to formations and units for training.—

(*a*) *Courses of instruction.*—A limited number of vacancies at various schools of instruction in England are made available annually for allotment to British Service officers on the Indian establishment

and Indian Army Officers. Applications to attend the Senior Officers' School at Home, will be submitted through the usual channel to Army Headquarters, India.

(b) *Attachments.*—A total of 24 officers can be provided for annually. This number is allotted as follows:—

Northern Command	8
Western "	3
Eastern "	4
Southern "	4
Burma District	1
Reserve	4

The period of attachment will be for one month. Attachments to units will take place between May and September, and to formations during July and August, the period during which Brigade and higher training takes place.

Officers whose duties necessitate their being mounted, cannot rely on being supplied by the War Office with Government horses

Officers should submit their applications for either (a) or (b) above through the usual channel to reach Command or the Burma District Headquarters not later than the 15th March annually.

The names of applicants will be placed in order of priority and forwarded by Command and Burma District Headquarters direct to the Secretary, Military Department, India Office

Preference should be given to Indian Army officers.

Those who are allotted vacancies will be informed direct by the India Office. No extension of leave in this connection will ordinarily be granted.

In special cases officers who after arrival in England desire to take advantage of the opportunities offered under (a) and (b) above, may apply direct to the Secretary, Military Department, India Office.

(c) *Manœuvres.*—Officers on leave from India, who desire to [illegible]

20749-G. S. (M. T.-1). [illegible]

pose he will—

(a) if within 30 miles of London appear before the medical board at the India Office on a Tuesday at 1 P.M.; or

[illegible] certificate signed [illegible]

[illegible] expenses see para. [illegible] Regulations, India.

335.

[illegible]

Applications of officers desirous of availing themselves of this privilege should be submitted through the usual channel to the Chief of the General Staff 21160 G S. (M. T. 1.)

336 Naval war courses at the Royal Naval College, Greenwich.—Officers of the Indian army, who are staff college graduates may apply to a [illegible]
at Greenwich, [illegible]
courses annual [illegible]
March and September Applications must reach the C. G. S. through the usual channel, not later than the 1st January for the March course and the 1st July for the September course Not more than two officers will be nominated to attend each course.

Officers attending these courses, concerning whom a satisfactory report is received, will have the latter "(n)" placed after their names in the Indian Army list

It is to be understood that the courses are voluntary, and that the State will not defray any expenses incurred by officers in connection therewith.

337. Syllabus.—The syllabus of the course is as follows:—

(1) Lectures (1 hour) given 5 days a week, a second lecture being given once or sometimes twice a week.

Subjects of lectures.—Strategy, tactics, material, so far as it affects strategy and tactics. Naval history, maritime international law, national economics

The lectures are given by the staff of the War College, by naval officers with special knowledge of various branches of the service, and by civilian lecturers in the case of naval history, international law, and national economics

(2) Tactical and strategical investigations. Search problems followed by discussions on the results obtained.

(3) Discussions on subjects bearing on warlike operations.

(4) The course is divided as follows:—

	Weeks.
Tactical work	3
Search problems	2
Strategical investigations	9
Combined operations	1

(5) Officers are encouraged to read books in the War College library and are advised as to the best books to study on any question in which they may be interested.

337-A. Royal Military School of Music, Kneller Hall.—A candidate for a course of training at Kneller Hall either as a [illegible] master or as a musician, will be required to undergo an exa[illegible]

to test his suitability for the course, which examination will be con-
[illegible]

band masters will accompany him.

(iv) Army School of education.

16034-G. S. (M. T.-2). **338. Personnel to be trained.**—In every cavalry regiment, artillery brigade, corps of sappers and miners, battalion of infantry or equivalent unit, including training centres and depots, the following personnel must have qualified at a School of Education, and be specially detailed to supervise or carry out instruction in Educational Training :—

British officers .	One
Indian officers (in addition to a British officer in Indian units and pack artillery brigades) .	One.
Non Commissioned officers .	One per squadron, battery, company, or equivalent unit. In the case of cavalry regiments, and active battalions in which recruits are trained one Non Commissioned officer in addition will be maintained

The above personnel *includes* the extra establishment allowed for Educational Training in certain units, but does not include members of the Army Educational Corps All Indian officers and Indian Non-Commissioned officers will undergo a course in map reading and reconnaissance duties while at the School of Education, in addition to the course of instruction in the subjects of Educational Training.

(v) Small arms schools.

339. Officers who must qualify.—Before promotion to major and in addition to the necessary promotion examinations, all captains of cavalry and infantry and pioneers are required to have qualified at a small arms school in rifle, and light automatic as laid down in the King's Regulations.

(vi) Riding courses.

340. The K. R. apply generally as regards courses for R.G.A., R.E., infantry and pioneer officers. Medical officers below the rank

(vii) Training in trooping duties.

341. In order to provide for the training of British officers in trooping duties, 4 officers will be attached, under the orders of the Military Secretary, Army Headquarters, to the embarkation staff at Bombay and 2 at Karachi each trooping season, for practical instruction in the embarkation, disembarkation and transport of troops. The course will be carried out under the orders of the embarkation commandants concerned in communication with Army headquarters.

Those who perform the duties satisfactorily and are likely to make good embarkation officers will, on the expiration of the course be given certificates on I.A.F. X—1843, signed by the embarkation commandant and countersigned at Army headquarters.

(viii) Railway transport establishment course.

342. In order to provide for the training of British officers in the duties of railway transport establishment, two classes of instruction will be assembled at Bombay, annually on the following dates:—

1st course	From October 1st to January 15th.
2nd course	From February 1st to May 15th

Under the orders of the Military Secretary and A. G. eight British officers and eight B. O. Rs. will attend each course which will be carried out under the orders of embarkation commandant, Bombay, in communication with Army Headquarters.

The course will comprise:—

(i) A series of lectures on rail movements in peace and war.

(ii) Lectures and practical instruction in railway traffic working at Bombay and other selected railway centres.

The officers and other ranks who complete the course in a satisfactory manner will, on the expiration of the course be given certificates on I.A.F. X.—1843, signed by the embarkation commandant and countersigned at Army Headquarters.

342-A. (a) One officer at a time may, after the completion of three months training at a Port in trooping and railway transport duties, be detailed by the Q. M. G. in India to attend a three months course in general transportation duties in the Movements Section at Army Headquarters. The vacancy thus created at the Port will be filled, under the orders of the Military Secretary, Army Headquarters, by another officer, who may in turn, after three months training at the 66901 (Q. Port be detailed for a similar course at Army Headquarters, either M. G.-2). in the same or during the ensuing trooping season.

4. EXAMINATION OF OFFICERS FOR PROMOTION.

(*See Appx. VIII.*)

343. Officers in extra-regimental employ.—All officers serving extra-regimentally in any of the following departments; (a) J.A.Gs., (b) Cantonment Department, (c) Military Farms, (d) Army Remount, (e) I. A. O. C., or in civil or political employ, will, so long as their names are borne on the rolls of their unit and so long as they retain a lien on their regimental appointments or are recallable to

combatant military duty, be required to pass for purposes of promotion the professional examinations of their rank and arm of the service. Officers permanently appointed and no longer liable to revert to regimental duty under para. 69, will not be required to pass the ordinary professional examination, but will be promoted under departmental arrangements. Officers in substantive departmental employ who are departmentally promoted, and who subsequently elect to return to regimental duty under the provisions of para. 69, will be required to pass the professional examinations of that rank notwithstanding any departmental examinations for promotion which they may have already passed.

18150-G. S., (M. T.-1).

344. Conduct of examinations.—The arrangements for all examinations will be made under the orders of the station commander, in communication, when necessary, with the presiding officer. Examination papers will always be forwarded sealed under confidential registered covers. The addressee will satisfy himself that the envelopes have not been tampered with, and will be responsible for their safe custody until the time of the examination, when he will hand them over sealed, with such instructions for the conduct of the examination as may be necessary, to the presiding officer. If possible examinations should be held in a public building.

345. Responsibility of presiding officer.—The presiding officer will open the sealed covers containing the examination papers in the presence of all the candidates after he has satisfied himself of the identity of each candidate; that no unauthorized person is present; that all maps, books or papers which might assist candidates have been removed from the room, and that the candidates are so placed that they cannot assist one another.

The presiding officer will be responsible that the examination is conducted strictly in accordance with the rules; that the original papers of candidates are sent up; and that the candidates are afforded no assistance by the board or other person.

On completion he will furnish a certificate to the effect that the prescribed order of examination was strictly observed, that each member of the board was present throughout the examination, and that no candidate received any assistance during the examination from books or other sources beyond those sanctioned.

346. Station of examination.—An officer who desires to present himself for any authorized examination, obligatory or optional, will, if he cannot be examined in his own station, be deputed on duty to the nearest examination centre for as many days as may be actually necessary. Passage will be allowed under the rules in P. and A. Regs.

347. Reporting for examination.—Candidates will, on the first day on which they attend for examination, report themselves half an hour before the time fixed for the examination with a view to receiving and signing for their index numbers (if used) and being allotted seats by the board.

No candidate will be admitted after the papers have been opened.

348 Candidates' certificate.—Every candidate will be informed before the examination that he has to furnish the following certificate :—

"I certify on my honour that I have neither given nor received, any aid whatever during this examination, and that previous to the examination I was unaware of any of the subject-matter of the test."

5. RETENTION EXAMINATION FOR THE INDIAN ARMY.

349. Time limit.—Every officer appointed to the Indian army will pass the retention examination within three years of first appointment to the Indian army.

An officer presenting himself for this examination for the first time shall take up the whole of the subjects applicable to his branch of the service If he fails in any one or more of the subjects he will only be required to be re-examined in those subjects in which he has failed

350. Composition of board.—An officer will be examined by a [illegible]

Commandant of an Indian unit

351. Subjects.—(*a*) Drilling a squadron of cavalry or company of infantry.

(*b*) Regimental duties including matters relating to discipline, interior economy, pay and pensions, company accounts and books, arms, ammunition and equipment, supply of clothing and necessaries, the classes of which the candidate's unit is composed and recruited and, *for cavalry officers, the supply of horses and saddlery.*

(*c*) Indian Military Law.

(*d*) Weapon training if not qualified at a small arms school.

(*e*) (For Cavalry Officers), Veterinary treatment, shoeing and fitting of saddlery. 9591. G. S. (M. T.-I.)

(*f*) The examination in (*a*) and (*e*) will be practical that in (*b*), (*c*) and (*d*) will be partly oral and partly written. The passing standard will be 60 per cent. in each subject

The examination in (*b*), (*c*) and (*d*) will be confined to questions (other than those dealing with regimental routine and matters relating to classes of which the unit is composed) to which answers can be found in the following official manuals.

In the case of subject (b) King's Regulations, and *Regulations* for the Army in India, and P. and A. Regs.

In the case of subject (*c*) Manuals of Military Law and of Indian Military Law.

In the case of subject (*d*) Musketry Regulations, Parts I and II and the Indian Supplement thereto and "Notes for instructors using the rifle."

Candidates are permitted to use the above books, in the examinations in subjects (b) and (c) only.

352. **Written papers.**—The questions for the written portion of the examination will be set under the orders of the district commander. The number of questions should not be excessive but should be sufficient to test the candidate thoroughly in the subjects (b), (c) and (d)

353. **Proceedings.**—The board will correct the papers and submit the result of the whole examination together with the candidate's written work and his record of service to the district commander who will forward the names of the successful candidates to the Military Secretary, A H Q

6. LANGUAGES.

354. **General.** —All regulations relating to the study of and tests in foreign and Indian languages are contained in the pamphlet "Indian regulations relating to the study of foreign and Indian languages."

O. S., M. T. Languages.

355. **Ladies' vernacular examination.**—The vernacular examination for European ladies who are the wives, daughters or sisters of military officers in military employ, consists of two parts, one colloquial and the other written in the vernacular script. The rules regarding the examination may be ascertained on application to the local Government concerned. For allowances authorised see P. and A Regulations

20925 G. S. (M. T.-2).

356. **English examination for Indian officers.**—Instruction in English is included in the curriculum of "Educational Training in the Indian Army"

7. EDUCATIONAL TRAINING.

(a) British and Indian troops.

[illegible]

ing will be debited to this grant.

(b) Education of Soldiers' children.

358. **British Soldiers' children.**—British Army Children's Schools are maintained in India to provide free primary education for the children of serving British soldiers. Attendance, except under special circumstances, is compulsory from the commencement [illegible]

[illegible] District.

Special grants are authorised for the maintenance of Army Children's Schools, provision of transport, scholarships tenable at approved civil schools providing a secondary education, and under special

conditions for the education of children of British soldiers, under the age of fourteen, who are unable to attend a British Army Children's School. (See Pay and Allowance Regulations) Regulations for British Army Children's Schools are contained in "Educational Training 1923 with addition for India". The curriculum carried out conforms to that of primary schools in the United Kingdom and is laid down by the Chief of the General Staff.

359. **Indian Regimental Children's Schools.**—The officer commanding a unit may establish a school for the education of the children of Indian officers, Indian other ranks and enrolled followers, at his discretion. The curriculum in such schools must conform, as far as possible, to that *in force in the primary schools* of the province in which the men's homes are situated.

Such schools must be self-supporting. No grant is authorised, and the expenditure involved is not debitable to the educational training grant.

360. **K. G. R. I. M. Schools.**—King George's Royal Indian Military Schools are maintained for the education of selected sons of Indian officers, and other ranks, with a view to their subsequent entrance into the Indian Army. The rules are laid down in the "Regulations for King George's Royal Indian Military Schools".

(c) Personnel.

361. **Army Educational Corps and Army Schoolmistresses.**—The Army Educational Corps is a departmental corps administered by the Chief of the Imperial General Staff. The Army Educational Corps personnel in India is administered by the Chief of the General Staff. The tour of service in India for Army Educational Corps personnel and Army Schoolmistresses is for 5 years. Applications to extend the period of the tour of service will be made through the Chief of the General Staff.

362. The educational training personnel authorised for Indian units and corps are included in the establishment of the unit or corps concerned. Indian officers and non-commissioned officers who are *permanently* extra regimentally employed are supernumerary to the establishment of their units." 20325-G. S. (M. T.-2).

8. LIBRARIES.

365. **Government libraries.**—Government libraries as detailed on I.A.F.N. —1268 are provided for the free use of the men of the unit to which they are allotted. They are controlled by A.H.Q. and all communications relating to these libraries will be addressed to the A.G. They will be kept distinct from institute libraries, and surveyed once a quarter by a responsible officer, not below the rank of captain with a total of ten years' service, deputed by the station commander (see I.A.F.N.—1268) and notifications that the survey has been carried out will be forwarded to the G.O.C.-in-C. Any irregularities will be reported by the G.O.C.-in-C. to the A.G. Station hospitals will be supplied from these libraries in such proportions as the station A-24786 (A. G.-XI).

commander may direct. He will also determine the contributions [illegible]

number, cost price, and time allowed for perusal.

366. **Library allowance.**—The allowances for the maintenance *of these libraries are laid down in P. and A. Regulations and* will be applied under the orders of the unit commander to the repair of books and extra furniture on hand, the purchase of new works; the purchase of furniture in excess of scale. Books and furniture so bought become the property of the library.

367. **Sale proceeds of books.**—The proceeds of the sale of unserviceable books as well as the value of any book lost or destroyed which may be recovered from the individual concerned, will be credited to the library fund

368. **Survey on relief.**—When a unit leaves a station, the library will be surveyed under the orders of the station commander by a responsible officer, not below the rank of captain with a total of ten years' service, who will take it over for the relieving unit with all accounts and cash, and grant a receipt on I.A F.N.—1268.

(A.-24786 G.-XI). 369. **Transfer of library.**—No government library will be transferred from the station or branch of the service to which it is allotted (see I A.F N.—1268 without the sanction of the A.G.)

CHAPTER X.—GENERAL MILITARY DUTIES.

1. GENERAL INSTRUCTIONS.

370. Temporary absence of unit commander.—If an officer in command of a unit becomes sick or is temporarily absent the conduct of his duties devolves on the next senior, who will abstain from making promotions, or altering standing orders, without the concurrence of the permanent incumbent.

371. Sick list.—When an officer, warrant officer or n.-c. o. is placed on the sick list the authority under whose immediate orders he is serving is responsible that he is relieved of his duties as soon as *such a course becomes necessary, and struck off duty from the following* day.

The period from the date of being placed on the sick list to the date of being struck off duty will not exceed one month. A.-24586 (A. G.-11.)

The date on which an officer is placed on the sick list, or admitted to hospital, and the date on which he is struck off duty, will be notified in the appropriate formation orders as soon as the latter date is known.

The same procedure will be followed in the case of officers, warrant and non-commissioned officers of the unattached list.

372. The O. C. a unit is responsible that no females other than those mentioned in (*a*) to (*f*) below are employed in, or permitted to reside in, the buildings or areas comprised in the barracks or lines occupied by the unit under his command or otherwise under his control:—

- (*a*) those (*including bona-fide visitors*) belonging to the families of officers;
- (*b*) those (*including bona-fide visitors*) belonging to authorised married establishments;
- (*c*) those entitled under regulations to be housed by the state, and *bona fide visitors to such persons*;
- (*d*) those whose employment in or about such buildings or area is authorised by army regulations;
- (*e*) *bona-fide* private servants employed by families or by females included under (*a*), (*b*) and (*c*) above;
- (*f*) female sweepers employed exclusively on conservancy duties in the lines of Indian troops and followers. A. G.'s Case A-28566.

The O. C. a unit is responsible that undesirable persons are excluded from the buildings or area under his control and particularly that no women of known loose or immoral character are employed, or are permitted to enter therein. In a British unit private servants are only allowed to Officers, Warrant Officers, Staff Serjeants and married N.-C. Os. and men.

373. Medical examination of menial servants.—All menial servants and establishments employed in the lines of all troops, sanitaria, and hospitals as well as all menial personnel of the Army Canteen Board (India) and of Government dairies which supply their produce Z-1329 (D. M. S.-5). Z-2514 (D. M. S.-5.) Z-4203 (D. M. S.-5.)

to troops will be medically examined before entertainment and periodically thereafter, when those suffering from organic disease will be rejected or discharged Such men will be given a pass (I A F.Z.—2032) on entertainment, which shall be frequently compared with the holder to ensure that un-examined men have not been substituted.

Any person entrusted with the duty of procuring the above men will be dealt with by the unit commander under para. 233 if he allows any man to commence work before he has been medically examined and granted the prescribed pass This rule applies to men engaged for temporary or permanent service.

374. Regimental bazaar.—No person unconnected with the provision of supplies to the troops, and no money-lender will be allowed to reside in a regimental bazaar. The maintenance of the houses in the bazaar, other than those on the books of the M. W. S. or P. W. D., devolves on the residents

375. Appeal against audit.—In cases of appeal against the decision of an audit officer the appeal will be made in writing through the brigade commander to the C.M.A. who will, if he is unable to admit the claim, record his opinion thereon and forward it to the district commander, who if he is unable to concur in the audit objection will refer the matter for the decision of higher authority.

69579 (Q. 2-A.) In the case of departments and administrative services, the above procedure will be followed, except that the appeal will, in the first instance, be submitted through the local head of the department concerned.

Appeals from recruiting officers against final decisions of audit officers will be made on the prescribed form to the A G. through the C.M A. concerned

376. Memorials to the S. of S.—Appeals or memorials to the S. of S will be submitted through the usual channel to the G. of I. All memorials will be couched in respectful language, treating only of matters personal to the memorialist, and will conclude with a specific prayer. They may be written or printed but must, with all accompanying documents, be properly authenticated by the signature of the memorialist on each sheet

A-30992 (A. G.-8). **377. Complaints and petitions.**—Indian ranks. If an Indian officer, warrant officer, N.-C.O., soldier or follower desires to make a representation, he shall, in the first instance, make it personally to his immediate superior who will, after enquiry, either dispose of it himself if he is competent to do so, or report to the next superior authority. The next superior authority and each superior authority to whom the case is reported will act similarly until disposal by a competent authority is reached. Matters of a purely private or personal nature may be represented direct to the company commander or equivalent authority.

378. Petitions to civil authorities by Indian ranks.—Petitions addressed to civil authorities from Indian officers and other ranks,

which are forwarded regimentally, shall fulfil the following conditions:—

(1) The petition shall be forwarded by the unit commander himself.

(2) The unit commander shall satisfy himself that the petition does not come under any of the following heads:—

(a) Concerns the grievances of anyone except the petitioner, his wife or minor children or any near relative who in the opinion of the unit commander is unable suitably to represent his own case

(b) Concerns a case which is pending before a civil or criminal court except a request for a case to be expedited or postponed.

(c) Concerns the reopening of a case which has been decided by any civil or criminal court.

(3) The petition shall not contain a request for a grant of land.

379. Petitions by persons formerly in military employ.—The rules for the submission of petitions to the G. of I. by persons who have been but are no longer in military employ, are laid down in Appendix VII.

2. STATION, GARRISON AND REGIMENTAL DUTIES.

(a) General instructions.

380. Garrison duties.—A field officer of the week will, as a rule, be detailed in every cantonment. If field officers are not available captains may be detailed

Officers and men of a department or administrative service will not [illegible] 16438 (G.S

infantry, should not be considered as part of the infantry garrison of the station and should not be detailed for garrison duties except in cases of urgency. M. T.-1).

381. Regimental orderly officers.—A British officer of the week and an Indian officer of the day will be detailed in each Indian unit.

(b) Daily duties.

382. Bugle calls.—"Reveille" and "Retreat" will be sounded normally at daybreak and sunset, respectively, the time being notified in station orders. "Tattoo", first post, at 21·30 and last post at 22·00.

All trumpeters and buglers will repeat the "Alarm" and "Fire Alarm" when sounded. The next for duty will sound it at the officers' quarters.

383. Regimental police.—Regimental police will be detailed to maintain order and regularity in barracks and camps. Their number should not usually exceed six.

384. British orderlies.—British orderlies will not be employed out of doors in the plains in the hot season, between 08·00 and 17·00. To reduce the work of orderlies the post will be freely used when communications are not urgent.

385. Mounted orderlies.—The instructions in the K. R. regarding the employment of orderlies will be observed; mounted orderlies will only be employed when considerable distances have to be covered.

(c) Guards and picquets.

386. Regimental and garrison duties.—The number and strength of guards for military purposes and the number of soldiers to be employed as orderlies will be fixed by the brigade commander, and will be kept as low as possible. The number of nights in bed should not be less than five for British, and four for Indian troops. Soldiers will not be employed on duties that can be performed by watchmen.

387. Personal guards.—A district commander is entitled to a guard of 1 n.-c.o and 3 rifles In normal conditions, military guards will not be provided over the residence of any military officer below the status of a 2nd class district or of any civil official below the status of a chief commissioner, nor will they be provided for military offices, armouries and stores of Auxiliary Force, officers' messes, or any civil institutions such as treasuries, jails, etc. These restrictions may be modified at the discretion of the district commander. The restrictions will not apply in Trans-Indus territory or on the North-West Frontier where arrangements will carried out according to the discretion of the district or brigade commander concerned.

388. British guard.—British troops will, whenever possible, furnish the guards over arsenals, station magazines, and small arms ammunition stores.

389. Prisoner committed to station guard.—The commander of a station guard to which a prisoner is committed, will send a copy of the charge to the field officer of the week, and to the accused's unit who will arrange to take over the accused.

390. Orders for guards and sentries.—*Regimental guards* The unit commander is responsible that written orders in English and the Vernacular are provided for every gu rd.

Station guards.—In the case of station guards the station commander is responsible for the provision of similar written orders.

(d) Escorts.

391. Duties of commander.—Every officer, w.o. or n.-c.o. in command to an escort will be furnished by the despatching officer with such orders in writing as the circumstances may require. An escort is responsible for the correct number, weight, and condition of the packages, but not for the contents. Escorts in charge of con-

victs will be provided with handcuffs and those in charge of insanes may be unarmed. Escorts in charge of ammunition and explosives are forbidden to smoke while on duty.

3. DUTIES IN AID OF CIVIL POWER.

392. Employment of soldier.—When the services of soldiers are required for duty by a civil department in any capacity not connected with their military duties, *e.g.*, for strike duties, the local military authorities will first obtain, through the usual channel, the sanction of the G. of I. to their employment. In cases of emergency, however, the local military authorities will immediately comply as far as possible with the demand, reporting their action at once through the usual channel for confirmation.

392-A. Employment of troops on non-military duties.— When troops are requisitioned for non-military duties to maintain essential services during strikes they will only be made available upon a definite acceptance, by the authority requisitioning thei services, of the financial liabilities involved. The rates of remuneration to troops for these non-military duties are laid down in the Pay and Allowance Regulations, Part I. The cost of such remuneration will be defrayed by the department or local Government applying for the troops. The department or local Government concerned may also be called upon to defray any expenses incurred in [illegible] A.-18555 (A. G.-13).

India, instructions will be issued simultaneously to the Controllers of Milit ry Accounts concerned to disburse the extra remuneration, and to charge the amount to the department or local Government by book debit.

393. Action on requisition by civil authorities.—Every requisition made on an officer in command of troops, in writing or by telegram, by a civil or political authority, for military aid, will be immediately complied with. The strength and composition of the force, the amount of ammunition to be taken and the manner of carrying out the operations are matters for the decision of the military authorities alone.

394. Liaison officer.—(i) With a view towards ensuring that the military authorities immediately concerned shall have the earliest possible opportunity of gauging the probable requirements of the situation, it is directed that at the first warning by the civil authorities of the possibility that the presence of troops may be required at any point in aid of the civil power, the military commander receiving the warning will forthwith detail and despatch a military liaison officer to get into personal touch with the civil authority in the affected area.

(ii) The liaison officer will furnish reports, as ordered by the authority detailing him, regarding the situation as he appreciates it.

(iii) Until the services of the troops are no longer required by the civil authorities he will maintain a close liaison with the local civil authorities, and through them with the local police officer, throughout, and also with the commander of the troops employed. He will be under the orders of the O.C. troops during the presence of the latter at the scene of action, provided that officer be senior to him. Alternatively should the liaison officer be the senior he will automatically be in military command (unless specially ordered to the contrary by the officer who detailed him), but (if it can be so arranged) *it is preferable that the liaison officer shall be of such rank that he will not have to take command of the troops*

(iv) On the withdrawal of the troops, or if it is decided that they need not be called out, the liaison officer will submit a writ'en report to the officer who detailed him. The report will comprise a brief narrative of events and a brief summary of his observations and his appreciation of the cause of the trouble The liaison officer will remain in the disturbed area until ordered to rejoin his station.

The report will be submitted to A.H Q. through the usual channel.

395. Firing on an unlawful assembly.—When the O.C. troops is required by a magistrate under section 130, Code of Criminal Procedure, or determine that it is necessary under section 131 (see Appx. VI), to disperse an assembly by force, he will, before taking action, adopt the most effectual measures possible to explain to the people concerned that the fire of the troops will be effective. If it be found necessary to open fire he will personally order such minimum number of files to fire as he considers the circumstances of the case demand. [illegible]

the M.I.M.L., Chap. VII.

10440-11 (G. S. M. O.- 1.). [illegible] to be repor- [illegible] the Civil Au- [illegible] rters will issue [illegible] icer responsible for sending the troops in aid of the Civil Power shall report immediately by telegram direct to the C.G S. :—

(a) That Military assistance has been demanded even if this only involves troops standing by, stating, if possible, the reason for the demand.

(b) The number of troops employed.

(c) The release of troops from such duties.

Commands and Burma District Headquarters will render progress reports during disturbances, to the C G.S as they consider necessary, with the exception that in all cases where troops have to fire, a report

will be wired at once giving, if possible, a rough estimate of the casualties.

397. **Embodiment and discipline, Auxiliary Force, India.**—The rules regarding calling out, the embodiment and the discipline of the Auxiliary Force will be found in Auxiliary Force Regulations

4. DUTIES IN REGARD TO BARRACKS.

(a) General instructions.

398. **Taking over barracks.**—Prior to the arrival of a unit at its new station, an officer of the unit will take over the buildings, fixtures and furniture, room by room from the officer of the M W S. or P.W.D. in charge or his representatives Fixtures and furniture will be checked with their respective lists and ledgers, each of which will be signed by both parties concerned, any objections being recorded therein in writing on the spot.

399. **Handing over barracks.**—When Military buildings are vacated, they will be handed over room by room with all fixtures and furniture personally by the unit commander or local head of a department or by an experienced officer deputed to represent either of these officers to an officer of the M.E S. or P.W.D. or his representative, who will assess the damages.

400. **Unoccupied barracks.**—Units will become the tenants of lines from the date they are taken over. The custody of unoccupied lines or buildings devolves on either the M.E S. or the P.W.D. as the case may be.

401. **Handing over station fixtures.**—Transfers of private property between units will, except in the case of station fixtures of British units, be mutually arranged. Station fixtures will be valued by a station board consisting of the local engineer officer, a representative from each of the units concerned, and a senior officer not belonging to either, who shall preside Their valuation statement will be submitted to the station commander who will state whether he accepts it, and send a copy to each unit. Any dispute regarding the transfer of private property will be referred to the station commander or, if the latter is an interested party, to the brigade commander whose decision will be final. If the direct transfer of station fixtures is impracticable, they will be valued, properly secured and handed over, with a list to the local engineer officer.

402. **Distribution of furniture.**—The unit commander or local head of a department is responsible for the distribution of the furniture handed over by the M.E.S. or the P.W.D.

403. **Alterations to buildings.**—No addition or alteration shall be made to any military building and no temporary structure shall be erected in the barracks or lines of British or Indian troops without the sanction of the brigade commander.

404. **Barrack inspections and damages.**—The construction and the maintenance of all public buildings, occupied by combatant

units and military administrative services, devolves on the M.E S or P.W.D. For the purposes of assessing damages and in order to arrange for the execution of repairs, all public buildings, fixtures, and furniture will be inspected quarterly by the officer in whose charge they are, or his representative, in company with the officer of the M.W.S. or P.W.D. in charge or his representative. As a general rule, the occupants of Government buildings will be regarded as in the position of tenants of a Civilian landlord who expects all broken glass to be made good at the expense of his tenants Glass will not be replaced at the public expense as a matter of course on the grounds of storm, that the persons who did the damage are unknown, or that they are persons from whom the occupant cannot recover the cost. Should, however, the M E S. or the P.W.D. officer concerned concur

88549 (E. 5-B).

will be signed by both parties Furniture will not be removed from buildings for this inspection Damages or losses assessed against occupants will be charged as far as possible to individuals and termed "personal charges" Accounts not traceable to individuals will be classed as "general charges" and shared among the occupants. The amounts assessed as "personal charges" and general charges" against each company, will be published in regimental orders In the case of appeal the decision of the brigade commander will be final. Pending orders on an appeal the amount assessed will be paid by the occupants as soon as repairs have been completed, except when a unit is leaving the station before the repairs can be executed, in which case the unit should be called upon to pay the assessed amount before leaving

Requisitions for repairs will be submitted on I.A F.W -1833 by the unit commander or local head of the department after the quarterly inspections, or at any time if they are of an urgent nature affecting the safety of the buildings or the health of the troops.

The items of furniture in charge of units and departments will be verified annually on or about the 31st March by the officers who make the quarterly barrack inspections of the district or brigade commander concerned

(b) Fire precautions.

405. Station committee.—A fire committee will be appointed in every station, consisting of three officers, a R E. officer if available, an I. A. S C. officer if available, and an officer from a unit in the garrison, who will, if possible, be a field officer.

The duties of this committee will be to act in an advisory capacity on all matters relating to precautions against outbreaks of fire.

The committee will periodically carry out examinations of all fire appliances and inspect fire piquets A book will be kept in an appointed place in which a record of these inspections will be made and any observations arising therefrom will be entered. The book will be signed by the members A half yearly report on the result of their inspections will be submitted to the station commander.

406. Duties of local commander.—Arrangements will be made in all stations by the local commander to ensure that orders for the prevention of fire are complete, that definite measures will be adopted to meet outbreaks of fire, that fire piquets are trained both for day and night duty and that fire engines and appliances are in working order.

407. Fire piquet duties.—A fire piquet will be appointed in every unit The duties of this piquet will be :—

(i) to save life.
(ii) to render first aid in extinguishing or limiting the fire.
(iii) to save property.

408. Duties of unit commander.—He s responsible that orders [illegible]

409. General precautions.—No grass or other inflammable material shall be stacked in the lines of a unit or in the compounds [illegible]

houses will be kept clear of soot, and chimneys will be swept by the M. E. S once a month

410. Appliances.—Fire engines will usually be kept near the quarter-guard, the key of the building being hung up in the guard room. Engines will be kept clean and the hose properly dubbed. Each engine and hydrant will be tested monthly. The whole of the hose will be attached to the engine or stand pipe and tested and hydrant boxes examined and cleaned. Hand pumps will be kept in a prominent position beside the building with a group of 3 to 5 fire buckets filled with water. Buckets will be suspended by hooks in a verandah near the water tanks. Water in the buckets will be changed once a week. In barracks of a mounted unit all stable water receptacles will be filled with water at night.

411. Notice boards.—Notice boards will be displayed in all barracks and store rooms showing where the key of the engine house, *hydrant and stop cock on the water mains are to be found.* A board painted red and lettered in white will be fixed to indicate where fire appliances are kept. I.A.F.Z.-2062 (fire precautions) together with local fire orders will be hung up in every guard, barrack and store room.

412. Special instructions regarding highly inflammable oils.— In all barracks and stations where mineral or highly inflammable oils are kept, the following rules will be observed :—

(i) A board (when practicable artillery and engineer officers will be members) will be assembled to decide what quantity may safely be kept in store, the place in which it shall be kept and the regulations under which it may be issued.

(ii) The board will be guided by the provisions of the petroleum acts in force, and by the statutory rules and regulations issued by the G. of I and will conform thereto as far as circumstances allow.

(iii) In framing these instructions the board will see that—

(a) oil will not be stored where men can have access to it after dark.

(b) lights will not be taken into an oil store at any time

(c) proximity to magazines and store houses is avoided

(d) hours of issue will be such as to ensure that the utmost precautions are used to avoid danger from fire

(e) in all places where oil is stored a box of sand or dry earth *shall be ready so that it can be used immediately* and that water will not be used

413. Instructions for court of enquiry.—A court of enquiry assembled to investigate the cause of a fire, explosion or similar occurrence involving the destruction of public property, will ascertain :—

(i) the origin of the fire

(ii) by whom it was discovered

(iii) the action taken by the person making the discovery.

(iv) to whom the fire was first reported by the person making the discovery.

(v) the length of time between the discovery of the fire and the sounding of the alarm.

(vi) the name of *the officer in command of the fire arrangements.*

(vii) the length of time after the alarm before the appliances were at work and a jet or jets playing on the fire.

(viii) whether the fire piquet turned out in sufficient number and with promptitude

(ix) whether there was any failure as regards water supply or the working of the fire appliances

(x) the action taken to warm the local fire brigade of the outbreak.

(xi) the length of time between the warning of the local fire brigade and its arrival

(xii) the extent of the assistance given locally or by the local fire brigade.

(xiii) the period from the alarm until the outbreak was extinguished.

(xiv) the extent of damage done to—

(a) persons.

(b) buildings

(c) contents of buildings.

(xv) responsibility for the outbreak of the fire.

(xvi) an estimate furnished by the C. R. E. or his representative of the cost of any structural repairs rendered necessary by the fire will be attached to the proceedings.

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415. Responsibility for damage.—An officer, soldier, or any other person in military employ will be liable to make good damage done to Government property by a fire which is the result of his own neglect, but in view of the large sum to which liability may extend in such cases, the amount to be recovered will usually be limited to a sum not exceeding one week's pay of the individual who is held responsible.

Housing and quarters.

415-A. Allotment of quarters.—

(i) The general rules relating to housing and quarters are laid down in the Regulations for the Military Engineer Services. A-26953 (A. G.-11).

(ii) It is the duty of the O. C station to see that officers and subordinates are allotted quarters of the class to which they are entitled, and that all Government quarters whether Government owne[illegible] under the Contonments [illegible] VI of of 1923, are fully [illegible] ilitary convenience and [illegible] at the interests of Government in the matter of recovery of rental due are safeguarded.

Under this sub-para. no quarter will be regarded as reserved for an officer holding a particular appointment.

(iii) In accordance with the above rules an officer may be called upon to vacate private accommodation and to occupy Government quarters. If he declines to occupy the quarters allotted to him, he will forfeit his lodging allowance, if entitled to that allowance, and if not entitled to that allowance he will pay rent for the quarters so allotted, under the rules in force. This rule should not be relaxed without Government sanction.

(iv) A quarter will not be sub-let by the authorized occupant.

(v) It is the duty of the Military Engineer Services officer to draw the attention of the O. C. station to any neglect of the above rules.

(vi) If the C. M. A., after consultation with the O. C. station is not satisfied that due regard has been given to financial considerations, he will advise the G O. C., District accordingly.

Responsibility for rent.

415-B. [illegible]

[illegible]

(ii) Officers leaving for the United Kingdom or any other place out of India will, when applying to the C. M. A. concerned, for a last pay certificate, enclose with the application a certificate from the Garrison Engineer concerned showing the amounts due from them up to the date of leaving their station on account of rent of Government quarters, rent of M E S. furniture and cost of electric current consumed by them These charges will be recovered before a last pay certificate is issued.

(iii) In cases where officers are not in occupation of Government quarters, have not rented M. E S. furniture or are not in receipt of electric current generated by a M E S power plant, a certificate to this effect from the Garrison Engineer concerned will be enclosed with the application for a last pay certificate.

[No. 55560 (Q. M. G.-3)] *Renumber* the existing paragraphs 415-D and 415-E as 415-C and 415-D, respectively

415-D. Officers to reside in Cantonment.—All officers on military duty in a cantonment will ordinarily reside within the limits of that cantonment. An officer will not be allowed to live in adjacent civil lines without the sanction of the Brigade Commander

415-E. Private houses in cantonments appropriated under the Cantonments (House Accommodation) Act, 1923, will be allotted to officers for occupation, under the orders of the Officer Commanding the station, to whom any question arising out of such allotment or occupation must be referred Under the provisions of the Act, Government is the tenant, and occupants of houses so appropriated have no authority to deal direct with the house owners

The leasing in cantonments of private houses other than those appropriated by Government under the Cantonments (House Accommodation) Act, 1923, will be carried out by private arrangements between the officers concerned and the landlord. Such transactions concern neither the cantonment authority nor Government.

5. DUTIES IN CANTONMENTS.

(a) General instructions.

20075 A. D. **416. Administration of Cantonments.**—Cantonments are administered under the Cantonments Act. 1924 (Act No II of 1924) and the rules framed under that Act.

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418. Station Board.—(i) Where considered necessary, a Board of officers will be assembled, under the orders of the officer commanding the station, to submit recommendations regarding—

(*a*) the siting of proposed buildings or aerodromes,

(*b*) the allotment, acquisition or disposal of land,

(*c*) the classification of roads,

(*d*) hot weather establishments and appliances;

to take over from the M. E. S or the P. W. D., as the case may be, new or reconstructed buildings and hand them over to the units or de-

partments concerned; or to furnish reports on such other matter as may be directed

(ii) The Board will consist of a selected field officer as president and one or more officers of the departments or services concerned as members. Should the president be a departmental officer a regimental officer may be detailed as a member.

(iii) When sites for aerodromes are to be selected in cantonments, officers to represent both the "G" and the "Q" Branches of the District Staff and the R. A F will be detailed to join the Board Sites outside cantonments will be selected by the Air Officer Commanding in India or his representative in conjunction with the "G" and "Q" staff officers mentioned above, and an officer of the M E S Selected sites will be dealt with as prescribed in para 70, Regulations for the M E S

(iv) In cases where the matter is not considered to be of sufficient importance to warrant the assembly of a Board, the written opinion of the unit commander or local head of the department concerned will be submitted. When a department or service, other than that primarily interested, is also concerned the remarks of the head of that department or service should also be obtained. 66089 (Q. G. 3).

(b) Sanitation.

419. Responsibility.—Station commanders are responsible for the sanitary condition of all buildings and lands in the cantonment which are in military occupation and for taking all measures necessary for the preservation of the health of those under their command. (See K. R. para. 99.)

420. Latrines and Urinals.—The construction and repair of latrines and urinals, together with the provision and maintenance of the furniture and appliances other than privy pans for the same, are arranged for by the M. E. Services 30303-E. 3.

The M. E. Services are also responsible for the construction and repair of incinerators at all places other than cantonments where troops are quartered.

Privy and commode pans are provided by the I A.O C. and present arrangements, whereby they are obtained and paid for, will continue.

420-A. Disposal of stable litter.—Stable litter is to be disposed of to the best advantage to the state, the proceeds accru- [illegible] 60003 (Q. M.-6.

[illegible]

provided for use in incinerators and that the responsibility for the supply of litter for this purpose is apportioned equally between the units in the station.

421. Standing camps.—In cases in which the issue of latrine furniture and removal appliances is sanctioned for use in a standing camp the necessary shelters and screens will be constructed by the

troops. Condemned tents will be issued for the purpose. If the camp be in a cantonment, inexpensive mud latrines may be built instead, if necessary, the cost being paid by the M.E.S.

6. HOT WEATHER APPLIANCES AND ESTABLISHMENTS.

[illegible]

station orders.—

(a) Buildings for dwelling purposes.

1. Quarters for lady nurses

63275 (Q. M. G.) 2 Barrack rooms and regimental quarters and tents occupied by regimental soldiers, departmental non-commissioned officers and non-departmental soldiers (U. L.) not drawing consolidated pay, schoolmistresses not otherwise provided for, and their families.

3. Buildings occupied by garrison sergeant majors and transport serjeant-majors (U.L.), who draw consolidated pay.

4. Wards of hospitals for British and Indian troops

5. Quarters of matrons residing in hospitals for British families.

6 Buildings occupied by park serjeants and their families.

7. Buildings occupied by soldiers employed in veterinary hospitals (U L and regimental), and those in military prisons and detention barracks and barrack detention rooms occupied by warders not on the U. L.

8. Military prison cells and rooms in detention barracks for which appliances are specially allowed

(b) Other Buildings.

9. Guard detention rooms.

10. School rooms (except those used in the early morning only).

11. Regimental institutes (except liquor bars).

12. Regimental workshops (except voluntary)

13 Serjeant's messes.

14. Prayer rooms

15. Battery, squadron or company offices.

16. Offices, surgeries and dispensaries of hospitals for British troops.

17. Offices of staff and departmental offices not in receipt of contract office allowances— see P. and A. Regs.

18 Cook houses of British troops not provided with electric fans, in which British cooks are employed.

19. Offices of Indian units.

[illegible]

into account when doing so whether the men have to work by day

and night, or by day only; the rates for men employed on day work only, being fixed at a lower rate than for those employed for day and night duty. *Charges under 6, 7, 8, and 17 will be debited to the grant concerned.* Allotments to brigades will be notified in district ... will, ... their ... d and ... our as ... duced whenever practicable. Punkha and tattie coolies for places of divine worship will be provided from the establishment of units concerned. *Charges on account of punkha and tattie coolies for offices of station* veterinary hospitals will be met from the sum allotted for station veterinary hospitals

425. **Tatties.**—When recommended by the medical authorities, tatties will be issued by the Indian Army Ordnance Corps on the scale laid down in India Army Form Z-2151, for the services enumerated in paragraph 423, but where electric fans have been installed in authorised military buildings, the issue will be restricted to very exceptional cases at 'very hot plains' stations, and be subject to sanction by the competent financial authority 66369 (Q. M. G. 3).

7. MEDICAL AND HOSPITAL DUTIES.

(a) General instructions.

426. **Food and drink brought by visitors.**—Visitors and attendants are forbidden to bring food, drink, money or other articles, to patients in hospital without the permission of the medical officer in charge

427. **Serious illness to be reported.**—*When a patient becomes* seriously ill the O C hospital will at once inform the unit commander (giving such particulars as it may be necessary to send to relatives) and the chaplain, (in the case of christian patients) by letter

428. **Attendance of medical officers at parade.**—Arrangements should be made for medical officers to be present at artillery and field practices when troops are operating at a distance from cantonments

Medical officers will attend when the units they are in medical charge of are inspected

429. **Civilians treated at military hospitals.**—The station commander may permit Europeans unconnected with the army to be treated in military hospitals.

(b) Officers.

430. **Officers on the sick list.**—An officer on the sick list will not leave his place of treatment except for such exercise as may be ordered by his appointed medical attendant. The hours during which such exercise is permitted shall be notified in station orders; in no case may he appear at any place of public amusement or resort. With the written consent of his commanding officer on the recommendation

of the medical officer, he may appear at his own mess for meals and recreation. In the case of a staff or departmental officer the necessary information will be sent to the station commander.

431. Nurses for sick officers.—An officer in military employ when treated under military medical arrangements is entitled to the services of a nurse or nurses under the following conditions :—

(a) If the station commander and the senior medical officer concerned consider the disability to have been contracted on duty

(b) If the senior medical officer concerned considers their employment to be necessary

When members of the M. N. S. are not available private nurses may be engaged under the authority of a station order.

432. Officers entitled to medical attendance.—An officer in military employ is entitled to free medical attendance in his quarters or admission to, and free attendance in, a military hospital if accommodation exists When an officer has been admitted into a military [illegible]

The right of an officer and his family in this respect exists, however, only while an officer is actually on duty or while residing during leave of absence at a station where there is a medical officer paid by Government. In other cases such as treatment in civil hospitals an officer will defray ordinary hospital stoppages

433. Medical attandance on leave.—Officers of the Indian army and officers, W. Os, N C. Os. and men of the India unattached list, when on leave in the U. K., are eligible for medical treatment under the same rules and conditions as personnel of the British army. The conditions of treatment are laid down in the Regulations for the Army Medical Service, and the rules regarding the recovery of hospital stoppages are contained in the Regulations for the Allowances of the Army. The rules provide for a refund of reasonable expenses of medical attendance by private practitioners in cases where military hospital accommodation is not available for officers entitled to it and the condition of the patient renders it impossible for him to be removed to a hospital. Claims for a refund of expenses of this nature will be submitted direct to the Accountant-General, India Office, for settle- [illegible]

eligible for admission to the London School of Tropical Medicine for treatment. All officers requiring such treatment should apply to the India Office. The cost of sanatorium treatment for officers and nurses on full or half pay who are suffering from tuberculosis and whose disabilities have been contracted in and by military service may be refunded up to a limit of eight guineas a week.

434. Admission to civil hospitals.—In the case of an officer or his family being admitted to a civil hospital the authorised medical officer will certify that such admission is necessary

434-A. Inoculation and Vaccination of Officers newly arriving in India.—When an officer joins a unit in India on first appointment from the United Kingdom, the officer commanding the unit will report the arrival to the officer commanding the military hospital, without delay, in order that the officer concerned may be inoculated against the enteric group of diseases and vaccinated against small-pox at the earliest possible opportunity, if these precautions are considered necessary and if he is willing to undergo them Z-4204 (D. M. S. 5).

(c) Soldiers.

435. Medical history sheets.—The medical history sheets of British soldiers will be dealt with as directed in the K. R. Medical history sheets will be kept up for all persons attested or enrolled under the I. A. A. Medical history sheets of all Indian troops and followers will be kept in the Indian Station Hospital concerned The *entries in those sheets regarding transfers, arrivals, discharges, etc.*, will, however, be made by the O C. the unit or corps, only the purely medical entries being made by the hospital authorities. No. 15306 (D. M. S. 3).

436. Sick reports, British and Indian troops.—When a British soldier reports himself sick he will be sent to hospital with his medical history sheet and a sick report (A.F.B-256) which will be completed as follows by the medical officer in charge:—

Medicine duty, *viz.*, treatment and return to duty.

Attend *viz.*,—attendance at hospital, with such duties as may be recommended.

Detained, *viz.*,—detained in hospital up to 48 hours and subsisted in hospital on extras during the period of detention.

Hospital, *viz.*,—admitted to hospital and placed on hospital diet for following day. 28618 (D. M. S. 5).

On the day of admission patients will be subsisted on extras supplied by the hospital in lieu of being rationed from their units.

Duty, *viz.*,—reported sick unnecessarily.

In the case of Indian troops similar remarks will be entered in the morning state of sick.

437. Articles soldiers are allowed in hospital.—A British [illegible]

Indian soldiers and followers will have with them their puggris [illegible]

438. Soldier in hospital placed under arrest.—If a soldier in hospital is placed under arrest and the medical officer does not dis-

pose of the offence the crime report and a statement of evidence will be sent to his unit commander.

Z-2873 (D. M. S.) 439. **Report of injuries.**—When an officer or other rank British or Indian or a public follower, is maimed or injured, except in action, a report (A. F. B.-117), will be sent to the unit commander as soon as possible after the date on which the patient has been placed on the sick list whether in quarters or in hospital.

440. **Sickness caused by an offence, by misconduct or imprudence.**—When a British soldier or a person subject to the I. A. A. has been admitted to hospital on account of sickness believed to have been caused by an offence under the A. A. or I. A. A. respectively, the unit commander will make a preliminary enquiry into the case and acquaint the medical officer with the result in order that the latter may give or refuse the certificate (A.F.C.-1644) referred to in section 138 (2) A A. or 50 (c) I A A The medical officer will attend the subsequent investigation of the offence whether before a court martial or the unit commander, and give evidence in substantiation of the facts contained in his certificate The certificate alone is not sufficient. When a person subject to the I. A. A. is admitted to hospital on account of sickness caused by his own misconduct or imprudence, the medical officer will furnish the certificate referred to n Section 50 (cc) I. A A.

Z-2095 D. M. S. 440-A. **Medical inspection of British and Indian N. C Os and Men on arrival or departure from a station.**—British and Indian non-commissioned officers and men will be medically inspected on their arrival at, and departure from, a station, whether they have come from, or are proceeding to the, United Kingdom, overseas or another station in India. They will bring with them A. F. B.-256 with their particulars duly filled in. The medical officer will enter his remarks and sign it

(d) Regimental nursing orderlies.

441. **British.**—In order that nursing orderlies may be available for duty in hospitals on mobilization, a number of selected privates and lance-corporals trained in nursing duties will be maintained in British units. The units and the minimum number of trained nursing orderlies which they shall maintain will be notified by the A. G. These trained nursing orderlies will be additional to those employed on similar duties under peace conditions, and on mobilization being ordered will be placed at the disposal of the D.M.S. and will not be recallable to their units Soldiers selected for training will be sent to a British station hospital where they will undergo a six months' course of instruction in first aid, stretcher exercises and duties of a regimental nursing orderly. Only reliable intelligent men of good character in possession of at least a third class certificate of education will be selected for training as nursing orderlies.

Excluding soldiers undergoing training in accordance with the above instructions, British soldiers required for special nursing duties in British station hospitals will be furnished by the station or unit commander. They may be employed for any period up to six months even though their unit is transferred to another district or brigade; they will then be returned to regimental duty and will not be employed again on nursing duties until a period of at least three months has elapsed. If their employment has been continuous for six months they will be examined (I.A.F.X.-1843). Soldiers employed in hospitals, ambulance and nursing classes will be excused all regimental duties except the usual annual course of musketry and field training, and should not be changed. 19579 (D. M. S. I. B.)

Nursing orderlies will be housed, where possible, in a separate block in the hospital, or in case no such accommodation exists, in the nearest British lines, and will be in charge of a N. C. O. (trained in nursing, if possible) who will also act as librarian to the hospital, except in hospitals where R. A. M. C. other ranks are employed. The O. C. hospital is responsible that all regimental nursing orderlies in excess of actual requirements are returned to their units.

442. Indian.—The employment of Indian soldiers as sick attendants should seldom be necessary but if their services are specially required they will be furnished on the written authority of the station or unit commander concerned. An Indian sick attendant will not ordinarily be employed for a longer period than one month.

8. MILITARY BANDS.

443. Indian entertainments.—No military band shall play at an Indian festival or entertainment in a city without the sanction of the station commander, or wear uniform at a private Indian entertainment. *In no circumstances will bands, either in or out of uniform,* be permitted to take part in Indian processions through the streets or in public places.

444. Band committee, Indian units.—The band of an Indian unit will be managed by a committee of three officers appointed half-yearly. The accounts will be laid before the quarterly mess meetings.

445. Massed bands.—The instructions in the K. R. concerning the leading of massed bands, and the time of military music will be followed.

[illegible] A.33114 (A. G. 11).

accruing to their monthly emoluments, on each occasion of promotion or permanent advancement to a higher regimental appointment Contributions due from an officer on promotion or permanent advancement to a higher regimental appointment which occur while he is seconded or extra-regimentally employed, provided he is not officiating

An officer who returns to regimental duty after his name has been struck off the cadre of a unit, will pay an original contribution to the

A.-21632 (A. G.-11).

irrespective of whether the officer is serving with that battalion or with his active battalion

(*b*) When the active battalion with which the officer is serving maintains a band and the training battalion does not:

Contributions will be paid in full to the active battalion, irrespective of whether the officer is serving with that battalion or with the training battalion.

(*c*) When both active and training battalions maintain bands:

Contributions will be paid in full, 80 per cent, will go to the active battalion and the remaining 20 per cent., to the training battalion.

In all cases band contributions will be collected by the Officer

rate.

447. Subscriptions to band funds, Indian units.—Every officer

A-33114 (A. G.-11).

(*i*) If temporarily attached to another unit he will pay to each Corps half its regimental rate

(*ii*) When absent from regimental duty for a period exceeding three months and not seconded, an officer will pay to the unit to which he permanently belongs, the full regimental rate for the first three months and half that rate thereafter.

(*iii*) A seconded officer will pay a quarter of the regimental rate on the pay of his rank and permanent regimental appointment.

(iv) Officers on privilege or casual leave, full regimental rates ; all other kinds of leave, half Regimental rates. A.-30934

(v) An officer at the Staff College, Camberley or Quetta pays no subscription. (A. G.-11).

(vi) In the case of Indian infantry battalions (active and training) which maintain a band, subscriptions will be paid to the battalion in which the officer is serving. When a battalion in which an officer is serving does not maintain a band no subscription will be paid.

(vii) An officer serving as an Indian Territorial Force Company Commander will pay the full rate to the battalion to which he is attached.

9. MESSES.

(a) General instructions.

448. **Mess bills.**—If an officer has not paid his mess bill for the previous month by the 15th of each month, the unit commander will call upon him to do so, and if the bill is not settled by the end of the month a report will be made to the brigade commander

449. **Mess guests.**—The cost of mess guests and entertainments will in all cases be borne by the officers concerned in proportionate shares, calculated according to their monthly Indian pay of rank

450. **Married officers.**—Married officers will dine in mess at least once a month.

451. **Mess committee.**—The mess will be managed by a committee of three members appointed at the quarterly meeting which will be held as directed in the K. R. A statement on I A F A -160 will be laid before the meeting

452. **Charges against mess fund.**—The mess fund will be applied to defray charges, firstly for housing and tentage, secondly, for lighting and wages of servants and lastly for the provision and upkeep of equipment

(b) Contributions and subscriptions.

453. **British units.**—In British units contributions will be calculated in the manner laid down in King's Regulations on English pay, and subscriptions on Indian pay of rank *plus* additional pay for command, 2nd-in-command and Adjutant, and in accordance with the rules in King's Regulations A-33114 (A. G.-11).

454. **Officers U. L.**—Officers of the U. L while attached to British regiments will pay subscriptions but not contributions.

455. **Contributions, I. A.**—The payment of mess joining and promotion contributions follows the rules laid down in para. 446 except that the amount shall not exceed 25 per cent on one month's pay of rank, Indian Army allowance, command pay, or additional pay as 2nd-in-command, Adjutant or Quartermaster In the case of battalions (active and training), all contributions will be paid into the mess of the active battalion, to which an officer is permanently A-33114 (A. G.-11).

posted, but 20 per cent. of the contributions paid by all officers of the battalion will be remitted annually by each active battalion to the mess of the training battalion. The amount of the contribution in each regiment of infantry will be fixed so that all the battalions of the regiment pay the same.

55083 (Q. M. G.-5). **455-A. Annual subscriptions.**—In lieu of all contributions and subscriptions referred to in paragraphs 446-455 inclusive, an [illegible] not exceed one day's pay of rank, [illegible] ance and Departmental Corps pay, [illegible] Service Corps Headquarters Mess, [illegible] ing to that Corps Departmental Officers will pay up to one day's pay of rank only. This subscription will be paid annually on the 1st of January of each year and will be based on the rank and grading held by officers on that date.

Officers newly appointed to the Corps on any date subsequent to the 1st of January in any year will only be liable to pay a proportionate subscription for that year.

A-34486 (A. G.-11). **455-B. Initial contributions.**—I. A. S. C.—Officers appointed or transferred to the Indian Army Service Corps will pay an initial contribution to the Corps Headquarters Mess, not exceeding 25 per cent. of one month's emoluments calculated on (a) pay of rank, (b) Indian Army allowance and (c) Corps pay. Payment will be made in twelve monthly instalments, first instalment being paid on the date of confirmation in the Corps. Initial contributions will not be levied on officers of the commissary class on promotion to commissioned rank.

456. Mess subscriptions, I. A.—The monthly rate of mess subscription for an officer of the Indian Army, is Rs. 8, the payment of which is governed by the following circumstances:—

A-38991 (A. G.-11).

(i) Officers temporarily absent on duty—an officer on duty who is a member of a sanitarium, depot, class of instruction or officiating in a staff or other appointment, for one month or upwards, will pay to that mess the subscription he would otherwise have to pay to the mess of his own unit. An officer who does not belong to another mess, and is not seconded, will pay to the unit to which he permanently belongs the full rate for the first three months, and half that rate thereafter.

(ii) Officers on privilege or casual leave, full Regimental rates; all other kinds of leave, half Regimental rates.

(iii) Officers seconded and members of another mess—a seconded officer serving in another unit in which a mess is maintained will pay no subscription to the unit on the cadre of which he is borne.

(iv) Officers seconded but not belonging to another mess—will pay Rs. 2 per mensem to the unit on the cadre of which he is borne.

(v) Officers serving with training battalions—an officer who is appointed for a tour of duty with a training battalion will

pay his full subscriptions to the training battalion and not to the active battalion to which he belongs.

(c) Soldiers messing and cooking.

457. Messing and kitchens.—The unit commander will pay particular attention to the men's messing and arrange that the meals, kitchens and cooking utensils are inspected daily by an officer. All vessels used for drinking water or for cooking shall be washed daily in a solution of permanganate of potash.

10. RATIONS.

458. General.—All small detachments or parties will, be attached to a regular unit for ration and supply purposes.

The sale of, or traffic in, any portion of the ration supplied by the State for issue to troops, followers or animals, is strictly prohibited.

459. Drawing rations.—When supplies are issued from a supply depot or railway station, an officer of the units will attend, together with the brigade supply officer. Loading parties and transport will be arranged by the unit concerned. Rations are to be drawn in full during the month to which they pertain, as any balance of rations not so drawn on any one day cannot be carried forward to any subsequent day. 60003 (Q. M. G.-6).

460. Rations, to whom admissible.—Free rations are authorised for :— 52750 (Q. M. G.-6).

(i) *British troops.*—Warrant, non-commissioned officers and men of the British Army in India; Non-departmental warrant and all non-commissioned officers of the I. U. L. who are not drawing consolidated rates of pay; hospital matrons residing in public quarters, irrespective of whether their husbands draw marriage allowance, officers, N. C. Os. and men of the Auxiliary Force, as authorised under the rules in "Regulations for the Auxiliary Force, India."

(ii) *Indian troops.*—All combatants of the Indian Army, Sub-[illegible]

the reserved from a station beyond sea, but not when on leave (other than casual leave) or proceeding on or returning therefrom or in hospital, personnel of bullock transport units, officers, N. C. Os. and men of the clerical, store-keepers, nursing and ambulance sections, and head cooks, 1st grade and ward servants 1st grade of the I. H. C. officers of the Indian Territorial Force when embodied; enrolled personnel of the Indian Territorial Force when embodied or attending a camp of exercise; all combatant ranks of Indian State Forces when serving under the Government of India or when attending courses of instruction in British India.

NOTE.—Anglo Indian and Parsi Sub Assistant Surgeons may draw rations on the scale allowed to British troops on payment of the difference between the cost of the British troops ration and that of the Indian troops ration.

(*iii*) *Followers.*—Other establishments of the I. H. Cs. recruit boys of Gurkha Battalions under 16 years of age (half rations only); those over 16 years of age will receive compensation for dearness of food as laid down in Pay and Allowance Regulations' artificers of the Indian Army Ordnance Corps in Burma.

60003 (Q.M.G.-6.) (*iv*) *Animals* —All Government animals, including officers' chargers up to the authorised number, either purchased or hired from Government for whom forage allowance is not drawn, but excluding boarders. Authorised chargers of Indian Officers and men of the Indian State Forces when attending courses of instruction in British India.

460. (*A*). **Extra Rations.**—General Officers Commanding, Districts and Independent Brigade Areas may, on the recommendation of the local medical authorities, sanction the issue of extra rations to British and Indian troops in the following circumstances for a period not exceeding 30 days in any one financial year without reference to the Government of India. Extra rations for further periods may, if necessary, be authorised, but in such cases covering sanction of the Government of India must be applied for:—

(*i*) When climatic conditions are specially severe and unusually hard work is being performed, and G. Os. C. are satisfied that the messing allowance is insufficient to supplement the daily ration to the extent requisite to maintain its recipient in health.

(*ii*) When epidemic deficiency diseases, *e g.*, beri-beri scurvy, etc , appear or are anticipated

The extra rations authorised under (*i*) above will be restricted in the case of British troops to the articles included in the normal peace ration or their authorised substitutes, subject to a maximum of Rs 3 per man per mensem, and in the case of Indian troops to the articles included in the field service ration subject to a maximum of Rs. 2 per man per mensem. The value of the extra rations so authorised will be calculated at stock book rates.

The extra rations authorised under (*ii*) above will be other than the articles included in the normal peace ration or their authorised substitutes.

All extra rations will be provided by the I. A. S. C.

In addition to the above, a daily issue of ½ oz. tea and 1 oz sugar per man may be made to troops when recommended by the local medical authorities owing to either climatic or physical stress, subject to a maximum of three days at a time and nine days in any one month.

A-60003 (Q. M. G.-6). [illegible]

60003 (Q. M. G.-6). 461-A. **Allowance in lieu of rations.**—When rations are not drawn, the amount of money allowance in lieu will be found in P. and A. Regulations.

462. **Supplies.**—Fiteen days' supplies for men and animals will normally be kept in stock by each unit in their ration store. The I. [illegible] ment shall not include bunniahs.

In order to minimise loss due to deterioration of articles of I. A. S. C. supply while in unit charge, commanders will utilise the services of supply officers as necessary to assist units in stock-taking and to advice on the storage and preservation and disposal of stores and supplies or the accumulation of surplus or obsolete stores

Ordinarily, surplus ration articles in unit charge which cannot be consumed by the unit will be transferred to another unit, as supplies once drawn from the I A. S. C. may not be returned to a supply depot except under the conditions mentioned in para. 830 (i). Surplus articles which accrue on the conclusion of field service or on the cessation of special concessions will, however, be disposed of to the best advantage of the State under orders of the competent financial authority either by issue to troops in lieu of articles of the standard peace ration according to the authorised scale of substitutes, by transfer to hospitals or by sale.

463. **Complaints from units.**—The stock of rations before acceptance from the I. A S.C . shall be approved of by the unit concerned. If articles of rations are considered by the unit commander as inferior or unfit for issue, they shall at once be placed in charge of a guard, with such precautions as may be necessary to prevent their being changed, or their further deterioration. The condemned rations will be at once surveyed by the I A. S. C. officer who will, if he agrees, replace the rejected articles, but if in his opinion the rations are of standard quality, he will at once take the order of the station commander in the matter.

463-A. **Issue of rations on re-payment.**—Rules regarding the issue on repayment of articles of I A S C supply are shown in appendix XLI. 60003 (Q.M. G.-6.)

11. GARRISONS AND REGIMENTAL INSTITUTES.

(a) General instructions.

464. **General.**—Particulars relating to the management of institutes are contained in "Rules for the management of garrison and regimental institutes, India"

465. **Supply of rum to troops.**—Rum required for payment issues to troops will be obtained under unit arrangements, and not from the I. A S. C

466. **Soda water machines.**—Aerated water may be bought from a local dealer If regimentally manufactured it shall not be sold to the public, but only to officers and soldiers of the garrison. For advances to assist in the establishment of a soda water machine, see P. and A. Regs.

(b) Soldiers' Gardens.

467. British units.—A regimental garden is one which is worked regimentally under the supervision of a committee of officers. Company gardens are worked by the men themselves. Neither regimental nor company gardens may be worked for the purpose of making profit derived from sale of produce outside the regiment. In the case of regimental gardens an account of all receipts and expenditure will be kept and the profits divided among soldiers employed in the garden.

The rules regarding soldiers' gardens do not apply to soldiers on the U L.

Soldiers' gardens may not in any circumstances be let to a contractor for cultivation or worked otherwise than directly by soldiers.

29705 (A.D.) **468. Sites.**—Soldiers' gardens are land in military occupation and are therefore A (I) Land as defined in Rule 7 (1) of the Cantonments Land Administration Rules, 1925 New sites, for this purpose will usually be allotted on A (I) land under the orders of the General Officer Commanding-in-Chief, the Command Whenever [illegible]

the first instance be broken up and inexpensively enclosed by the M. E. S. the cost being defrayed by the unit and subsequently recovered from the State.

63705 (Q. M. G.-3). **469. Seeds.**—Seeds, including seed potatoes, for soldiers' gardens [illegible]

[illegible]

471. Well gear and establishment.—The establishment and necessary gear for working wells will be provided by Government. In the case of company gardens the gear will be repaired and renewed at the expense of the garden fund.

472. Gardens and lavatory waste water.—The gardens in connection with the disposal of waste water from lavatories or bath rooms are to be in charge of regimental authorities and are not chargeable against M. E. S. funds. When the barracks are vacant these gardens will be in charge of the local M. E. S officer.

29705-(A. D.) **473. Sale of produce.**—Vegetables obtained from soldiers' gardens by the I. A. S. C. will be paid for either at the current local contract rate or at the military grass farms production rate, which ever is cheaper.

474. Indian units.—Regimental gardens may, with the sanction of the G. of I., be established by Indian units at stations where vegetables are not procurable. In such cases, except in Baluchistan and the Zhob, Government will provide the land, a first issue of tools and seeds, and will bear the cost of a gardener for one year.

(c) Parade and cricket grounds.

475. Maintenance.—Government provides parade grounds and, for British troops, cricket grounds, maintains station parade grounds and the railings of cricket grounds, and undertakes heavy repairs of regimental parade grounds. In other respects the maintenance devolves on units.

12. REGIMENTAL WORKSHOPS.

476. Object and rules.—Regimental workshops are established to render units independent, and to afford soldiers and their children the opportunity of learning a trade, and employing their time profitably. The tools required will be bought from loans from the liquor bar funds. Charges will be made in accordance with a fixed tariff for labour to be hung up in the shop Fifty per cent will be added to the cost of labour, on account of tools and plant, on work done for Government or private individuals Regimental workshops will be allowed to buy any available material from arsenals, or the M.E S Castings may be procured on payment from the Cossipore factory if the necessary drawings and specifications are sent. For rules regarding the supply of tools, see Equip. Regs, Part I, India, and for the annual prizes admissible, see P. and A. Regs

13. ARMY REMOUNT DUTIES.

(a) General instructions.

477. General.—Officers of the remount department shall have access to all government stables and animals, except sick lines and animals under veterinary treatment

478. Definition of term " remount ".—All animals will be regarded as remounts for 12 months after being brought on to the *strength of a unit for the first time.*

479. Register of animals.—I.A F Z -2147 " Register of animals " will be maintained by all units in possession of public animals.

For the purpose of reports and returns the year of the age of every animal will be reckoned from 1st April with the exception of imported Australian horses whose ages will be reckoned from 1st October. **62916 (Q. M. G.-15).**

480. Replacements of animals.—Units are, as far as possible, kept up to peace establishments by the Director of Remounts, who gauges requirements from the periodical animal state of units Remounts are normally issued to units during February and March in batches after the training season and not as casualties occur, except when it is convenient to despatch local purchases direct to a unit

The selection of remounts from remount depots by commanders of units is not permitted, nor can a remount be refused by a unit.

481. Equipment of men fetching remounts.—*Conducting* parties sent to fetch remounts will be provided with sufficient gear for the conveyance of animals both by rail and road. The articles usually required are:—

Halter with rope	1 for every animal.
Nosebag	Ditto
Bucket	1 for 4 animals
Bags, gunny	The number required to hold the grain ration for the journey.
Ditto.	1 for each animal to hold the fodder ration for each day of the journey

For feeding fodder to animals in trucks, salitas or strips of sacking long and broad enough to fill the space between the breast bars to which they are lashed, will also be provided

Two spare gunny bags, or kerosene oil tins, per truck will be sent, which will be filled with earth at the despatching station for use in case of fire.

The unit commander providing the conducting party will be responsible for any delay in the despatch of animals due to the disregard of the rules relating to conducting parties for remounts

482. Arrival of remounts.—When remounts are received the unit commander will:—

(*i*) place them apart from other animals until tested with mallein.

(*ii*) compare the remounts with descriptive roll accompanying.

(*iii*) grant a receipt (I.A F Z -2148),

(*iv*) inform the veterinary officer in charge of their arrival,

(*v*) have the animals branded, and a veterinary history sheet I A. F V.-1752) prepared.

47202 (Q. M. G.-14). **483.**

484. Disposal of foals.—Foals of government mares are the property of the State. In regimental units, when a mare is pronounced by a veterinary officer to be in foal the fact will be reported to the D. A. D. R. who will decide as to the destruction of the foal when born, or make other arrangements till time of weaning, the foal being transferred to a remount depot when weaned. In transport units and depots, the foal will be destroyed immediately after birth. In remount depots, the birth of a foal will be reported to the D. A. D. R. for disposal orders.

485. Boarded-out horses.—A. G. O. C.-in-C. will be responsible for allotting to each cavalry units station in his command number of fully trained horses to be boarded out on the terms stated in I. A. F. H.-1110, subject to the total number allotted to the command, by Army Headquarters from time to time, not being exceeded.

On mobilisation these "boarders" provide a sufficient number of trained and conditioned horses to admit of the regiment going into the field without drafts from other units. See Appendix XIV.

486. **Responsibility for allotment.**—(a) All boarders being on the peace establishment of cavalry regiments, commanders of cavalry brigades will supervise generally the working of the system.

(b) The unit commander is the sole judge of the suitability of the allottee and will issue boarders to applicants subject to the rules laid down n Appendix XIV.

487. **Branding of animals.**—All animals on receipt by corps or units will be branded with the unit serial numbers as follows — 63316 (Q. M. G.-15).

Horses, ponies and mules—on the fore feet
Bullocks—on the horns
Camels—on the near neck

Replacements shall receive the serial numbers of the animals they replace (except in the case of remount depots).

Hoof brands will be ¾ inch high and neck brands 3 inches.

Animals at the time of purchase will be branded as detailed in the Remount Regulations, India

487-A. **Castration.**—Horse, pony, mule or camel entires issued to units direct from the place of purchase will be castrated as early as possible after receipt. 54132 (Q.-13).

(b) Officers' chargers.

488. **Selection of remounts by high officials.**—Their Exellencies the Viceroy, the Governors of Provinces and the C.-in-C., may select horses from any remount depot without limit as to number, and may return an unsuitable horse within 12 months of purchase subject to examination for soundness. The Secretary to the G. of I., in the Army Department, may similarly select one horse. Application to select or return horses will be sent to the Q M. G.

On removal of a selected charger from a remount depot, the selecting officer will take all risks and become liable for its value at the concession rate. 59478 (Q. M. G.-15).

489. **Officers to be suitably mounted.**—The brigade commander is responsible that the officers in his command are suitably mounted.

490. **Number of chargers to be maintained.**—Every officer is required to maintain the number of chargers laid down from time to time in Army Instructions (India) To assist officers in providing themselves with chargers they will be allowed to purchase horses from Government on the terms laid down in Appendix XIII.

491. **Register for chargers.**—All units having mounted officers on their establishments will maintain a charger register in which will be entered the following information regarding each officers' charger:—

Full description (including date of foaling)
Whether purchased from Government or privately.

Date of selection, if purchased from Government.

47202 (Q.M. G.-14). The C. O. will cause a veterinary history sheet (I.A.F.V.-1752) to be prepared for all such chargers.

492. Hiring of chargers.—Officers who act temporarily in mounted appointments and who are not otherwise provided with chargers may hire chargers from Government up to the number authorised for the appointment in Army Instructions (India) subject to the rules in Appendix XIII.

Officers serving with dismounted units may not purchase chargers from among British cavalry or artillery classes, either from remount depots or units, and are restricted to horses 15·1 and under.

(c) Castings.

493. Fitness for service of animals.—There is no age limit as to fitness for service of army animals, but no animal that is not fit for one month's active service in the field shall be maintained on the effective strength of any unit.

All animals on the effective strength are therefore fit and available for active service. Of the animals on the peace establishment of a unit the following only are ineffective:—

(1) Untrained remounts
(2) Sick or in veterinary charge.
(3) Cast by proper authority and awaiting replacement.

494. Casting authority.—All public animals considered unfit for one month's active service in the field will be cast under 3 main headings:—

(1) Remount cases for unsuitability (*vide* para. 495) to be cast by the Director of Remounts who is empowered to cast any government animal.
(2) Veterinary cases—for chronic disability.
(3) Worn out cases

For (2) and (3) the casting authority is the G. O. C. in C. district, brigade or area commander or any other officer who may from time to time be specified by the Q. M. G. His decision will be absolute in these two cases, but immediately after issuing instructions for casting, he will forward one copy of the casting roll (I.A.F. Z-2149) to the Director of Remounts for record.

495. Casting cases.—(1) Remount cases include all animals that fail to develop suitably and those unfit by reason of being prematurely worn out (*i e.*, under the age indicated in sub-para. (3) or through wind sucking crib biting, speedy cutting, brushing and vice and in the case of riding horses and camels those dangerous or unsafe to ride.

They will be inspected by the Remount Officer with Command Headquarters who, after recording his opinion on I.A.F.Z-2149 as to the advisability of casting the animals or retaining them for any

other arm or service, will forward the roll in duplicate to the Director of Remounts for disposal orders. Remount cases should be brought forward for casting at the conclusion of the training season.

(2) Veterinary cases will be inspected by the D. A. D V. S. of the district, who will record his opinion on I. A. F.Z-2149 and forward the roll in duplicate for the orders of the casting authority. 59505 (Q. M. G.-15).

(3) Worn out cases include—

(a) horses and bullocks 15 years and over, and

(b) mules and camels 18 years and over

which are unfit for one month's service in the field These and all animals other than remount cases, certified incapable of further work will be notified at once by the unit commanders to the casting authority after they have been inspected by the D. A. D. V. S. of the district who will verify their ages and record his opinion on I. A. F. 2149. 66986 (Q. M.G.-15).

496. Disposal of casters.—Disposal orders will be passed without delay to the unit commander by the Director of Remounts (through the Remount Officer with Command Headquarters) for remount cases and by the casting authority for veterinary and other cases.

On receipt of orders by the unit all animals for destruction will be destroyed forthwith in the presence of the unit commander.

497. Branding of animals for sale.—All animals for sale will be branded with the letter " R " on the near quarter or if for vice with the letters " RV ". They will be sold by public auction by the unit commander under the instructions of the district, brigade or area commander, who will nominate auctioneers and fix the date of sales to include the greatest number of animals, without causing unnecessary delay in their disposal. Animals that fail to realise the following prices:—Horses and L. D. or pack battery mules Rs 80, ponies (riding or draught), mules (other classes) and camels Rs. 60, bullocks Rs. 30, will be destroyed at once by the unit commander who will inform the casting authority of his action

No animal will be kept a day longer than avoidable. For rules for disposal of cast animals previous to being sold by auction see para. 499.

498. Owning of casters.—Officers and soldiers are prohibited from purchasing animals cast from their own units.

499. Purchase of casters.—Cast horses previous to their sale by public auction may be purchased at Rs. 50 by the following in order of priority.—

(1) Mounted members of the Auxiliary Force, India 59894

(2) Mounted officers and officers designate of the Army in India Reserve. (Q.M. G.-15).

(3) Military Farms Department.

(4) Executive officers of the Cantonments Department for public service in cantonments

(5) Upper subordinates of the M. E. S.

In the case of (1) and (2), the grant of this concession is subject to the proviso that these casters will not be taken as chargers on mobilization.

The purchase money will be paid to the officer charged with the sale of the animals, who will inform the unit commander concerned where credit to Government for sale proceeds will be found

Individuals purchasing cast animals under the foregoing rule shall however certify in writing to the officers conducting the sale that they will resell the animal only with the consent of the nearest military unit commander In these cases permission to resell is applied for the unit commander concerned will have full authority to order immediate destruction of the animal if necessary to prevent cruelty. In such cases compensation will not be admissible.

(d) Disposal of animals.

500. Animals strayed or lost.—No animal strayed or lost will be struck off the strength of the unit or depot to which it belongs for six months. Information will be given immediately to the civil authorities and the loss advertised in the press by the station commander.

501. Animals to be destroyed.—Animals dangerously vicious or permanently unfit for work in civil life by reason of lameness, age or disease, other than contagious, will be cast and destroyed under the orders of competent authority.

502. Destruction of animals.—Military animals, other than remounts, which are under treatment in station veterinary hospitals and considered by an officer to be incurable, may be destroyed under orders of the brigade or station commander.

503. Destruction of animals incurably injured.—Any government animal certified by a veterinary officer to be incurably injured may be destroyed forthwith and, similarly in cases of incurable injuries which are such as to necessitate the immediate destruction of the animal, the senior officer present may, in the absence of a veterinary officer, order the destruction of the animal, reporting his action to the brigade commander. An enquiry into the circumstances of the loss will be held in all cases, except when the veterinary officer is able to certify that death from natural causes would otherwise have ensued.

14. VETERINARY DUTIES.

(a) *General instructions.*

504. Access to stables.—Veterinary officers shall have free access [illegible]

[illegible]

animals at least once a fortnight.

505. Veterinary assistance for officers' chargers.—If a veterinary officer or assistant is present at a station on duty he will, within the limits of the station, when requested, treat, supply medicine to, and advise regarding registered sick chargers of officers of any unit or branch of the service (including the Auxiliary Force, India). He will decide whether an animal shall be sent to hospital. He will only attend a charger outside the station in a case of urgency and if his travelling expenses are defrayed by the owner. No animal, the property of the officer, other than a registered charger, will be admitted into a hospital or supplied with government medicines.

Bona fide registered horses of members of the Auxiliary Force, India are entitled to free treatment in station veterinary hospitals, and civil veterinary hospitals or dispensaries under local boards as the case may be, when injured in the performance of military duty, provided the injury is not due to any neglect on the part of the rider. 47202 (Q.M. G.-14).

506. Veterinary opinion.—The officer in veterinary charge of a remount depot will furnish an officer selecting a charger therefrom with a written opinion as to its soundness. In other cases the officer purchasing a horse for use as a registered charger may send it to a station veterinary hospital for the written opinion of the officer in charge.

507. Line gear.—The head collar, water bridle, head and heel ropes, clothing and grooming kit, all in serviceable condition, will accompany all animals to veterinary hospitals and will be maintained in this condition by the unit to which they belong. 47202 (Q.M. G.-14).

508. Classification of veterinary hospitals.—Hospitals are classified:— 47202 (Q.M. G.-14).

(1) Veterinary hospitals, class I, including those of remount depots.
(2) Veterinary hospitals, class II.
(3) Branch hospitals, including those of remount depots.
(4) Sick lines for camel transport companies.
(5) Sick lines at stations where no veterinary hospital exists.

They are distributed under the orders of the Government of India as may be determined from time to time according to the distribution of units.

The equipment of (3) will be on charge of the parent hospital, and that of (4) and (5) on unit charge.

509. Assistance to veterinary establishments.—If necessity arises the brigade commander will detail regimental establishments to assist in carrying on duties of veterinary establishments. In class II veterinary hospitals and stations where no privates of the A. V. C., India, are available, attendants will be detailed by officers commanding units to accompany the animals to hospitals in the proportion of one to every two or less sick animals. Men detailed for duty in veterinary hospitals are under the orders of the veterinary officer. They will attend the inspection parades of their units. 47202 (Q.M. G.-14).

510. Veterinary hospitals, class II, branch veterinary hospitals and sick lines.—In all cases when a veterinary officer or veterinary 64993 (Q.M. G.-16).

assistant surgeon is present he will be in charge of the veterinary hospital or sick lines and be responsible for the treatment of animals and the care of the stores. In a station where no veterinary personnel is present, the charge of the veterinary hospital, class II, will devolve on the senior officer of the mounted unit or units in the station, and that of the branch veterinary hospital and sick lines on the senior officer of the unit or units for which they are maintained. The station commander will be responsible that the stores, equipment, etc., of the hospital and sick lines are handed over on change of units.

511. First aid appliances.—An officer commanding mounted troops before leaving his station will see that he is provided with adequate supply of first aid appliances and medicines from the veterinary hospital.

512. Infectious diseases of animals.—The station commander is responsible that every precaution is taken to prevent the spread of disease. Any animal showing suspicious symptoms of contagious or infectious disease and any animal brought into contact with it [illegible]

[illegible] examined fortnightly by a veterinary officer. When any case of contagious or infectious disease constitutes a public danger, the animal whether public property or the property of any person in military service, will be destroyed on the written opinion of a veterinary officer, under the orders of the station commander.

513. Prevention of infection.—The veterinary officer will communicate all necessary details for the disposal of carcasses and the disinfection of stables and equipment of every kind to the unit commander who will be held responsible that the measures indicated are carried out. The veterinary officer will inform the station commander and the administrative veterinary officer when this action has been taken. When complete disinfection is required the following details will be observed:—

(i) [illegible]

[illegible] mangers will be destroyed. In British units and Indian cavalry units the above arrangements will be carried out regimentally, assistance if required, being obtained from the M. E. S. and the expenditure met from M. W. funds: in the case of other units the commander will make his own arrangements and recover the expenditure incurred which

will be debited to the military estimates. Quicklime will be provided regimentally and the cost recovered The standing or stall will not be reoccupied while the outbreak of the disease lasts.

(ii) Articles that should be destroyed will depend on circumstances As a rule, rubbers, numdahs, blankets, and nose bags and any article which has been contaminated will be burnt. Leather articles should be washed with soft soap and warm water in which a disinfectant has been mixed.

(iii) The clothing of attendants will be disinfected under the orders of the medical authority.

(iv) Bedding, excreta and dressings will be burnt Sponges will not be used

(v) The carcasses of infected animals shall be burnt or failing that, buried deeply after destroying the hides. When a carcase is to be burnt where there are no animal incinerators attached to the lines the following method will be adopted:—

Dig two trenches in the shape of a cross, depth, of trench 2′, width 2′, length to be slightly longer than animal Pile the wood on the trenches, place the animal on top, and light from the bottom

Scale of fuel is laid down in A.T.M.S.

513-A. Malleining, segregation and inspection of horses and 47202
mules ... , or (Q.M.G.-16).

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to the mallein test for at least 7 days from the date of their arrival The unit commander will report to the supplying officer the occurrence of any outbreak of epizootic disease amongst the animals within 4 months of their receipt

514. Veterinary history sheets.—A veterinary history sheet when prepared will be passed to the veterinary officer in charge, who will be responsible for its upkeep until the animal leaves the station or is otherwise disposed of. This sheet will always accompany the animal.

(b) Shoeing.

515. Training of farriers.—The unit commander will select the No. 57449
most promising farrier in each squadron, battery or ammunition (Q.M.G.-16).
column to attend a course of instruction in veterinary first aid and animal hygiene at an army veterinary school In order that the ...

Farrier serjeants, farrier majors (including farrier quarter-master serjeants and farrier staff serjeants) or farrier havildars will train men

as ferriers. The regulation shoe will be used, but other shoes for special purposes may be employed at the discretion of the V. O. Patterns of the regulation shoe will be hung up in the forge. The V. O. will at all times, when opportunity occurs, inspect animals as to shoeing and will call the attention of unit commanders to any faults or deviation from accepted principles. He will also advise with regard to instruction of farriers.

The rules for the selection, training and examination of men for the appointment of British farriers are laid down in King's Regulations. For advancement to farrier serjeant, farrier major or farrier havildar, a farrier should be able to make any type of shoe, compound medicines, diagnose and treat minor cases of sickness and impart instruction. Possession of a certificate by a farrier that he has passed a course of veterinary first aid and animal hygiene at an army veterinary school will be accepted as sufficient qualification as regards veterinary knowledge.

The officer commanding a cavalry regiment is responsible that in addition to the squadron farrier, there is always one man in each troop who has qualified as a cold shoer and is kept in practice as such.

57499 (Q.M.G.-16). **516. Preparation of the hoof and fixing shoe.**—The ground surface of the crust will be lowered with the rasp, not the knife, the sole and bars shall not be cut nor a sound frog touched The toes will be shortened with the rasp and the outer edge of the crust will be rounded before the shoe is nailed. The nails shall not be driven too high, and the clinches shall be evenly laid. The shoes shall accurately coincide with the outer edge of the crust, not projecting at any point except slightly at the heels. No rasping is permitted after the shoe is on.

517. New shoes, hoof dressings, shoeing book.—Every horse will be shod with new shoes when necessary. Removes are allowed at the discretion of the unit commander or veterinary officer. The [illegible] application of dressings to the horses' feet is forbidden. Th[illegible]

[illegible] serjeant as laid down in the K.R. will be observed.

518. Responsibility of a unit commander for shoeing.—He will be responsible for the proper shoeing of all horses, including those in hospital. All newly shod horses shall be inspected by an officer

519. Shoeing hind feet.—Riding horses shall not as a general practice be shod behind Unit commanders will use their discretion as regards shoeing draught horses behind. Indents for more than 10 per cent. of hind shoes for riding horses will be forwarded to the district commander for approval before submission to C. O. Os.

15. MILITARY SANITARIA AND DEPOTS.

A-33416 (A. G.-1). **520. Sanitaria.**—A sanitarium includes only that portion of a station which is set apart for the accommodation of convalescents. An officer will be detailed to command the sanitarium.

The distribution of accommodation at sanitaria is made by the district commander in which a sanitarium is situated in communication, where necessary, with other district commanders

521. Duties of commandant.—The commandant of a sanitarium is responsible for the discipline and interior economy. He will introduce no change in any regimental system that may be in force among the men and will keep the unit commanders concerned informed of all casualties and other matters affecting them. He will train and exercise such men as are medically fit

522. Temporary duty at sanitaria.—The brigade commander will detail officers of the British service, not belonging to the regimental staff, for duty at sanitaria during the summer months An engineer officer will not be detailed without the sanction of the district commander Applications shall be submitted by the 1st January. Any N. C. Os and men required for temporary duties will be detailed by the brigade commander. N. C. Os serving at sanitaria should not hold more than one appointment

523. N. c. os. and buglers.—Every party proceeding to a sanitarium will be accompanied by a due proportion of N C Os and buglers, invalids or otherwise The number of N C Os. will be not less than 1 serjeant, 1 corporal and 1 lance-corporal to 44 privates.

524. Transfers.—Soldiers sent to a sanitarium on account of

525. Serjeant's mess.—The monthly subscription to the serjeants' mess at a sanitarium will be fourteen annas for unmarried, and seven annas for married members.

16. ECCLESIASTICAL.

526. General.—Chaplains of the Indian establishment are not subject to direct military authority, the wishes of the station commander will be conveyed to them personally or by letter, and not as an order

527. Ranks.—Chaplains accompanying a force on field service, or at manœuvres, or attached to troops at large concentrations, shall rank as follows :—

Chaplains with 7 years' service or less . .	As Captains
Chaplains with over 7 and up to 12 years' service	As Majors
Chaplains with over 12 and up to 16 years' service	As Lieut -Colonels
Chaplains with over 16 years' service	As Colonels

The word 'service' in this paragraph means the service which regulates a Chaplain's standing in his own Department A. 18412 (A. G.-11).

528. Religious books.—Indents for bibles, prayer and hymn books will be submitted in accordance with I.A.F.Z.-2000

529. Duties.—The chaplain of a station will regularly visit the military prison or detention barrack and hold one or more weekly services for the religious instruction of the soldiers under sentence and will send to the station commander an annual report thereon Soldiers of any denomination under sentence may be ministered to by chaplains of their own faith

530. Capitation returns.—When capitation allowance is admissible the station staff officer will, on application, furnish any chaplain ministering to the troops, with a monthly certificate showing the number of officers and men of his denomination present in garrison.

531. Parade services.—The orders regarding divine service

commanding stations to suspend compulsory church parade at their discretion The hours for parade services will be fixed by the station commander in communication with the several chaplains or ministers

British troops will be marched to church with arms Every encouragement and facility will be given to soldiers who wish to attend the Holy Communion and the station commander may excuse men certified by the chaplain as present at early celebration of Holy Communion from the parade service Men wishing to attend the Holy Communion after the parade service will be allowed to remain in their seats in church They will return to barracks independently, report themselves and hand in their ammunition. No band shall play during service within 300 yards of any place of worship.

532. Stations without chaplains.—At stations where there is no church or chaplain, divine service will be held under the orders of the station commander in any suitable government building.

532-A. Cemeteries and churches.—Rules for the care of government cemeteries, the levy of grave and ecclesiastical fees, the building of churches, and the supply of church furniture, are contained in Ecclesiastical Rules published by the Education Department of the G. of I. (Now Commerce Deptt.).

533. Scripture reading rooms.—The Harrington prayer rooms are available to soldiers of all christian denominations, and may be used for the delivery of addresses, for meetings and occasionally for purposes of a semi-religious character, but not for purely social purposes.

The prayer rooms at the various stations will be under the general

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(i) the chaplains of the various denominations, who will be *ex-officio* members, and

(ii) not less than 3, or more than 5 officers or soldiers of the various denominations, who may be willing to serve on the committee. These will be elected by those using the prayer rooms.

In no case will the chaplains form a majority on the committee.

The president and the secretary will be elected by the committee, subject to the approval of the station commander and on condition that the president is either an officer or a chaplain.

The committee will be responsible to the station commander for the proper administration of the prayer rooms, and will maintain a record of the minutes of their meetings which shall be submitted quarterly to the station commander for his inspection. They will see that the rooms are not used for purposes for which they are not [illegible]

meetings

The station commander will be responsible for the provision and maintenance of furniture, equipment and supplies as are authorised by Government

A copy of this regulation will be hung up in every prayer room.

17. MISCELLANEOUS.

534. **Thursday holiday.**—Thursday will as far as possible be kept as a holiday. Company training may, but musketry shall not be suspended.

535. **Interpreters in British units.**—The brigade commander may appoint a regimental officer who has passed the preliminary Urdu to be interpreter for a British unit for one year from the date of the arrival of the Unit in India A qualified officer of another unit may be appointed if there is none in the unit.

536 **Personal and mess orderlies.**—The number of mess and personal orderlies allowed in an Indian unit is laid down in Peace Establishments. Orderlies shall never be employed in a menial capacity.

537. **Munshis with British units.**—An application for appointment as munshi to British troops will be submitted in manuscript. The appointment and discharge will be carried out by the district commander. Munshis are also subject to the provisions of para. 235.

Applicants for appointments as munshis shall have qualified by passing the oriental languages teachership examination.

The duties of Munshis are:—

(1) to act as interpreter to the unit to which posted,
(2) to teach Urdu to British other ranks of the unit to which posted.

No outside employment, which interferes with the proper performance of these duties, shall be undertaken by a Munshi. 14362 (G. S., M. T. × 2).

Munshis will not be appointed as chaudris, nor are they to be permitted to interfere with, or to have any authority over, the Indian followers. Moreover, they are on no account to be permitted to engage in the supply of punkha coolies or to hold any contract whatever.

They will ordinarily accompany their units when moving in relief within Indian limits. They will, however, be allowed to remain behind in their stations and take up their duties with the relieving units, if mutually agreed upon by the district commanders concerned. In the case of a unit leaving India timely arrangements will be made between district commanders concerned for the transfer of the munshi to a unit arriving in India in relief

538. Removal of a British soldier's wife for misconduct.—Applications for the removal of a soldier's wife from a unit for misconduct will be submitted on I.A.F D.-917 for the orders of the district commander

539. Married establishments of British units.—The scale of married establishments for British units is laid down in Appendix XV, and the regulations for admission thereto, which apply equally to a man on furlough from India (see I.A F L.-1174), are contained in the K R.

540. Move of a British soldier's family.—When a British soldier on the married roll, or a widower finally leaves India, all members of his family in the country, will as a general rule accompany him. When, for special reasons, it is desired to leave any member of the family behind, the sanction of the G. of I will be applied for, through the A -G. This will only be granted when it is satisfactorily proved that the individual will not become a burden on the State.

541. Married establishments of Indian units.—The authorized married establishments for units of the Indian Army are laid down in Appendix XV. Any extra accommodation in existing lines may be utilised, but no expense will be borne by Government in connection with the move of any of the families concerned.

542.

543 Pouch ammunition.—Pouch ammunition (20 rounds per man) will be carried on guard, at church when firearms are taken, on the march, on journey by train, at camps when it cannot be suitably stored and when required by circumstances. The custody of ammunition in the lines or barracks will be as follows :—

(i) *British troops.*—The ammunition of a barrack or a group of rooms will be locked in a box, secured to the floor. The key will be kept by the senior N. C. O. who will hand it over to the orderly-serjeant when he leaves barracks. A duplicate key properly labelled, of every box will be kept in the guard room.

(ii) *Indian troops*—The ammunition of a squadron, battery or company, will be locked in a box, containing the requisite number of sub-section, troop or platoon boxes, placed in the armoury or S. A. A. stores. The key of the box,

properly labelled, will be hung up in the quarter guard and will only be delivered to an officer The British officer of the week will have duplicate keys.

The keys of the armouries or s. a. a. stores will be similarly labelled and hung up in the quarter-guard. The British officer of the week will have the duplicate keys of the armoury or s. a. a. stores.

These rules may be modified by the Brigade or district commander to meet special local circumstances. The rapid issue of ammunition will be practised.

544 Custody of ammunition.—The orders contained in the K. R., relative to the issue of ammunition and the custody of the keys *of the magazine, will be strictly observed. These orders apply to the* s. a. a. stores

Care will be taken when collecting ammunition, that none is retained by a soldier The unauthorised possession of ammunition will be treated as a grave offence

545 Employment of Transport.—In order to ensure the most economical use of Government transport vehicles and to reduce the charges incurred on hired transport for the conveyance of Government

port provided that,—

(1) the service can be carried out at no greater cost by means of Government transport:

(2) cadre vehicles may be used only during the period of reservist training and not otherwise, except with the previous sanction of the Q. M. G. in India:

(3) the load must conform to the economic capacity of the M. T. vehicle:

(4) M. T. must not be used in preference to A. T. unless A. T. is otherwise fully occupied, either in training or on station duties.

distances are to be covered and a definite timed trip can be arranged for the collection and delivery of economic loads.

Funds provided from the local hired transport grant will be allocated as laid down in the Regulations for the M. T. service in India (A. R. I., Volume V., part 4), paragraph 57 (ii) (a) and (b). Credit under paragraph 57 (ii) (b) will be reported *to A. H. Q. monthly through the* C. M. A. concerned. 62217 (Q. M. G. 7-M. T.).

545-A. Hire of Government Transport.—The rules and rates for the hire of Government transport will be found in A.R.I., Volume V. 60003 (Q. M. G. 6).

546. Grant of patents.—The conditions regulating the grant of patents and the trial of inventions are contained in Appendix X.

All inventors suggesting new patterns of military stores or alterations to them, are in the first instance, to refer them through the usual channels to A. H. Q In no case will the trial of any invention be authorised without first obtaining necessary sanction.

This does not apply to articles of equipment of sappers and miners which are made up locally by the corps.

18365-G.S., (S. D. 1). **547. Employment of troops on works.**—Rules for the employment of Sappers and Miners and Pioneers under Government Departments or with Native States and private employers, are given in Appendix XXVI; these are in supersession to all previous orders on the subject.

547-A. Duties of artificers, R. A., with certain Indian Pack Artillery Brigades.—In addition to their ordinary duties Artificers, R A, on the headquarters of the Indian pack artillery brigades located at Kohat, Peshawar, Quetta and Waziristan will inspect the equipments of the Frontier Garrison Artillery, and supervise in regard to the completion of alterations contained in India List of Changes and to repair work generally, as under:—

Artificer with Kohat Brigade	Kohat, Fort Lockhart and Thal
Artificer with Peshawar Brigade	Malakand, Chakdara, Jamrud and Peshawar
Artificer with Quetta Brigade	Fort Sandeman, Hindubagh and Chaman
Artificer with Waziristan Brigade	Bannu and Dardoni

A-28993 (A. G. 4). They will visit each station quarterly and will not remain more than two days at any station.

The Artificer, R. A., on the Headquarters of the Indian Pack Artillery Brigade located at Kohat will inspect quarterly the B. L. 10-pr. guns manned by the Kurram Militia at Parachinar.

A-34995 (A.G. 2). **547-B. Regimental conferences.**—A Regimental conference will be held annually at the headquarters of the cavalry regiment at each group centre and at the headquarters of each Indian infantry and pioneer training battalion, and will be attended by one British officer, normally the commanding officer, from each unit affiliated to the group or regiment as the case may be. The period for which
A-37202 (A. G. 2). daily allowance may be claimed is such as will enable the officers attending the conference to be present for two consecutive full working days. They will not take chargers with them.

Arrangements for the conference, which will ordinarily be held during the period of reservist training, will be made by the officer commanding the group centre regiment or training battalion in communication with the officers commanding the other regiments of the group or the active battalions of the regiment as the case may be.

The date proposed for the conference will be communicated direct to Army Headquarters at least six weeks in advance, and a copy of the communication will be forwarded at the same time to the G. O. C.-in-C. the Command (or G. O. C., Burma District), in which the group centre regiment or training battalion is stationed, through the usual channel. The date of each conference will be confirmed by Army Headquarters by publication in India Army Orders.

CHAPTER XI.—MOVEMENTS OF TROOPS, ANIMALS, BAGGAGE AND STORES.

1. GENERAL INSTRUCTIONS.

548. Movement of units.—The extent and method of the movement of troops in relief are decided by A. H. Q. with the approval of the G. of I.

Applications from formations and units for changes to be made *in the method of movement authorized by A. H. Q.* will not be entertained unless based on public grounds.

Troops ordered to proceed by route march are not permitted to travel by rail at their own expense.

Movements of troops and individuals carried out in connection with training are authorized by the H. Q. of the command or independent district as the case may be, and, with exception of moves of artillery units by road to artillery practice camps, are debitable to the annual training grant of the formation concerned. When an artillery unit is ordered to move to its practice camp by rail, the excess cost of the rail journeyover that of the road journey is debitable to the annual training grant.

549. Movements of British troops.—As a general rule, movements of British troops will not take place between the 1st April and the 15th October without reference to the medical authorities. [illegible]

[illegible]

troops and their families on Christmas Day, Good Friday, Easter Eve and Easter Day is in normal circumstances, to be avoided.

550. Individual Movement.—The authority sanctioning the movement of an individual travelling otherwise than with troops is responsible that the movement order shall specify the date by which the individual is required to arrive at his destination in India, or, in the case of an individual leaving India, at the port of embarkation. This date is to be determined with reference to the circumstances necessitating the movement.

If circumstances do not necessitate the arrival of the individual at his destination by a particular date, he may be allowed six days for preparation, and one day in respect of each of the following distances travelled or fraction thereof:—

- 250 miles by rail.
- 200 miles by ocean steamer.
- 80 miles by river steamer or road when mechanical or other regular means of transportation is available.
- 15 miles in other cases.

The authority sanctioning the move may, for special reasons, extend the period ordinarily admissible up to a limit of 20 days

An individual who fails to arrive by the date named, and is unable to offer a satisfactory explanation of the delay to the authority sanctioning the move, is to be treated as absent without leave.

Individuals are not to proceed on journeys before sanction has been obtained from the competent authority. In cases of extreme urgency, however, the journey may be undertaken but application, stating clearly all the circumstances, to the competent authority, for covering sanction must be made.

551. Routes to be used.—Unless military, medical or veterinary reasons render the use of an alternative route desirable individuals, troops, animals, baggage and stores are to be despatched by the most convenient route, namely, that usually taken by the travelling public. For exceptions to this rule in the case of animals travelling by rail see para 604. The rules regarding the despatch of troops by rail by certain routes during the hot weather are contained in para. 632.

552. Movement Reports and Itineraries

Subject to the instructions below the commander of a unit or a detachment moving within Indian limits will submit a movement report to the station commander:—

(a) on departure from his original station,

(b) on departure from any station or camp at which a halt exceeding 7 days has been made,

(c) on arrival at his destination

In the case of the move of a unit or sub unit as such, this report will be rendered in quadruplicate on I. A. F. T.-1708 for submission to the Chief of the General Staff, Army Headquarters, to the G. O. C.-in-Chief and to the district or independent brigade commander

In the case of move of other parties, no report is required by the Chief of the General Staff, the submission of the report within the command will be governed by such standing instructions as may be issued by the command to meet local requirements

553. Transfer of Followers. British units.—Class I Follower Establishments of British units will accompany the unit throughout its service in India. Class II Indian Followers, with the exception of Victualling Agents, will remain in their own stations, being transferred from outgoing to incoming units. Victualling Agents, of whatever class, may be transferred with units moving in relief, or at any other time, under arrangements to be made by Commands concerned.

553-A. Handing over of animals on relief.—In order to avoid complaints in regard to the condition of animals handed over from one unit to another on relief, a Station Board will be assembled, under the orders of the Station Commander to report on the condition of each animal to be handed over to the relieving unit.

The composition of the Board should be as indicated below:—

(a) Remount Officer, Command Headquarters,

(b) Veterinary Officer,

(c) One officer from a unit similar to those concerned.

2. The proceedings of the Board, which should be held approximately 15 days before the relief, will be forwarded to the authority convening the Board.

554. Animals of units moving in relief.—When a unit moves in relief by rail, all regimental animals other than officers' chargers are to be handed over to the relieving unit unless specific orders to the contrary are issued.

Exceptions to this rule are made in the case of S. and M units and, cavalry *regiments moving in relief, who are permitted to take regimental horses* as under —

	Horses.
S and M units	10
Cavalry regiments .	40

When a unit or detachment moves in relief by road, all sick animals which are fit to march will accompany it

555. Handling of Baggage.—(Except as provided below), labour for the handling of baggage of invalids, and of the families of British soldiers, is provided by the I A S. C., and troops are responsible for handling their own baggage, unless the medical authorities consider the provision of hired labour is essential.

At sea ports the necessary labour for the handling of baggage of invalids, families of British soldiers and troops is provided in accordance with the instructions in paragraph 688.

556. Tolls—The rules regarding the exemption of troops, etc., from the payment of tolls are contained in the M. I. M. L

557. Rest Camps.—A. G. O C.-in-C or an independent district commander is empowered to open rest camps for the use of troops whenever circumstances render this course necessary, to the extent of his financial powers, subject to the instructions contained in A. R. I., Vol III When possible, barracks are to be utilized for this purpose

558. Rest houses and serais.—Soldiers who use rest houses or serais are required to pay the usual fees.

559. Pitching of tents.—Instructions for pitching and striking tents are contained in "General Instructions" for the Pitching, Striking and Packing of Tents, 1920. The spaces given therein may be extended at the discretion of Os. C. troops

560. Conveyance of Baggage and Stores.—The rules regarding the quantity of baggage and stores for which conveyance at the public expense is authorised are contained in Passage Regulations, India.

561. Reports of Extensions of Railway communication.—When a new line or extension is opened for traffic, the district or independent brigade commander will publish the particulars and the extent to which it can be used for military traffic, in district

orders. In the case of a line likely to be used for the movement of large bodies of troops, a detailed report of the rest camp and other arrangements, which the district commander may consider necessary, will be submitted to A H. Q.

2. INLAND MOVEMENTS.

Movements by road.

562. Routes and Stages.—Movements shall be carried out by the routes and stages prescribed in the various route books, and no deviation therefrom shall be permitted save in exceptional circumstances, any such deviations must be reported to the district or independent brigade commander and to all others concerned.

563. Movement reports. -In addition to the reports prescribed in para. 552, the commander of a detachment or unit the strength of which exceeds 50, will, when approaching any military station, forward I. A F T.-1708 so as to reach the local staff officer two days before the arrival of the troops and will furnish him with a marching in report on the same form on arrival.

An Indian officer or N. C. O. in command of a party moving by road must report personally at each station *en route* to the local staff officer who is responsible for the preparation and despatch of the necessary movement reports.

On arrival at a military station on the line of march the O. C. troops moving, will report his arrival to the O. C. station.

564. Itineraries.—The district or brigade commander, in whose area the movement originates, is responsible for furnishing the itinerary of troops moving by road :—

(*a*) to the O. C. at the destination ;
(*b*) to the district and brigade commanders through whose areas the troops will pass ;
(*c*) to the civil or political authorities within whose jurisdiction the route lies

[illegible]
ities [illegible]
date [illegible]
required from the c v l authorities.

565. Transport.—Requisitions for transport for the carriage of both public and private stores, are to be submitted on I. A. F. Z.-2150 to the local I. A. S. C. representative. If sufficient government transport is not available locally and there is no I. A. S. C. representative in the station, requisitions for transport will be submitted to the nearest I. A. S C. representative whose duty it is to arrange for the provision of the necessary transport.

The rules regarding the provision of transport by the civil authorities are contained in Appx. XVI.

The O. C. troops is responsible that animals are not overladen or ill treated, and that on arrival at the destination or at an exchanging station, all hired transport is released without delay. Animals must always be unloaded when crossing rivers in boats.

Any serious misbehaviour on the part of drivers of hired transport, when these are not amenable to military law, must be dealt with in communication with the civil authorities

The I A S. C. is responsible for the adjustment of all charges incurred on account of public and private carriage, and for the submission at the end of the march, to the O. C. troops, of a valuation statement for the private carriage supplied.

566. Carrying capacity of Transport.—The authorized loads for animal transport in India are :—

Pack mule, pack pony or pack horse	2 maunds or 160 lbs
Pack camel	5 maunds or 400 lbs.
Army transport cart, mule draught	10 maunds or 800 lbs.
Army transport cart, bullock draught	12 maunds or 960 lbs. 10 maunds or hill roads.
Limbered general service wagon	20 maunds or 1,600 lbs.

The carrying capacity of M. T vehicles is laid down in A. R. I., Vol. V.—Regulations for the supply and transport services.

567. Rationing arrangements for all troops, followers and animals are made by the Indian Army Service Corps under the orders of the General Officer Commanding concerned. A suitable detachment of supply personnel will be in supply charge of units whilst on the march. The civil authorities may be called upon to provide supplies of the kind mentioned in Indian Army Form S -1526, and such articles as are not ordinarily kept in stock (*e g.*, sheep, fowls, eggs) or which are rapidly perishable, *e g.*, milk), the civil authorities cannot be called upon to provide other ration articles

When the assistance of the civil authorities is necessary, and in the cases of pre-arranged marches, *i e.*, when such marches are not due to a sudden emergency, the General Officer Commanding concerned will detail an advance party consisting where possible, of personnel from both the unit and the supply service, to go ahead of the troops and associate themselves with the civil official in the purchase of supplies The civil authorities should be informed that an advance party is being sent to assist in the necessary purchases.

All indents on the civil authorities, for the class of articles which [illegible]

when the competent financial authority is satisfied that they were unavoidably due to circumstances beyond the control of the responsible authority or unit. Losses due to excessive estimates will be borne by the unit responsible.

To enable the civil officials to purchase supplies, the military authorities, when submitting their indents for supplies will arrange to pay in advance to the responsible civil authorities a sum to cover the cost of supplies requisitioned. This advance will be obtained from the Controller of Military Accounts concerned. If time does not permit of an advance being obtained from the Controller of Military Accounts, it should be obtained from the civil treasury on the

authority of a station order as provided for in para. 42, Army Regulations, India, Volume III, Financial Instructions.

The advance party is responsible for the actual acceptance of supplies, the passing in of which should be done in the presence of the civil official. Rejections should only be made when the articles tendered are unfit for consumption due to their being below the standard usually consumed by the persons or animals for whom they are intended. Supplies which have been accepted by the advance party will not be subject to further passing in; the decision of the officer commanding the advance party being final. If the supplies become unfit for comsumption owing to the late arrival of the unit or to causes outside the control of the supplier, a receipt for the supplies must be granted by the officer commanding the troops to the civil official concerned.

The military officer who takes over supplies from the civil official will furnish the latter with a receipt for the supplies actually received, and will send a duplicate of this receipt to the military authority responsible for the submission of the original indent with a view to the sum advanced to the civil authorities being adjusted by the Controller of Military Accounts concerned.

When supplies of a quality inferior to that which might reasonably have been expected are provided, a report to this effect will be made by the officer commanding the troops to the district civil officer.

In the case of marches due to sudden emergencies when sufficient notice of the arrival of a unit in a district cannot be given, or an

(a) The notice given and the circumstances in which the supplies are purchased;

(b) the quality which might reasonably be expected in the district traversed;

(c) whether the supplies are fit for consumption though below the usual standard.

In the event of it being necessary to reject supplies on account of unfitness for consumption, the officer commanding the troops will furnish the civil official concerned with a statement showing the

authorities in respect of such supplies.

568. Slaughter places for animals.—Slaughter places for animals destined for issue as rations to troops on the line of march should not be in the vicinity of human habitations, places of resort, grave yards, tanks and groves and will be screened from view as far as possible

569. Duties of civil officials attached to troops.—The civil or political authorities concerned are responsible for the appointment of a police or other civil official to accompany troops, and for providing him with written instructions defining duties and powers, which will be shown by him to the O C troops

The duties of this official include:—

(a) Prevention of the irregular sale of liquor or fruit to the troops.
(b) Exclusion from camps and their vicinity of women of loose character
(c) Liaison between the O. C. troops and the subordinate civil officials and inhabitants generally.
(d) Assistance to the extent of his power to the O. C. troops.
(e) Settlement, within his powers, in communication with the O C troops of disputes with the inhabitants or with the transport establishments engaged by the civil authorities, and submission of cases beyond his powers to his superior officer
(f) If irregularities committed by the troops be not discovered until they have proceeded beyond the limits of the jurisdiction of the civil or political officer by whom he is appointed, submission of a full report of the occurrence to the commander of the brigade area for investigation and disposal.

570. Outbreaks of infectious disease.—When marching through tracts in which infectious disease may be prevalent the strictest sanitary precautions are to be observed. In no circumstances are troops to encamp on ground where cholera has occurred recently.

A commander in whose area infectious disease is reported to be prevalent, is responsible for taking any action necessary to divert troops from their original route.

In the event of an outbreak of infectious disease amongst troops on the march, the troops will, as a general rule, halt at once and take such immediate measures to check the spread of the disease as the medical authorities consider desirable The O. C. troops will report by telegraph to the commander in whose area the troops are situated, who is responsible, in communication with the medical authorities, for the issue of such instructions as may be necessitated by the circumstances, and for reporting his action to the district or independent brigade commander.

During the course of the disease, the O. C. troops will send daily progress reports, by telegraph if possible, to district H. Q. or, in the case of cholera, as prescribed in A. R. I., Vol. VI. The names of any British officers attacked are to be included in these reports

576. Responsibility of commanders.—Local Commanders are responsible for the care, comfort and welfare of troops and families travelling by rail

In the case of movements which commence in one command and terminate in another the command in which the movement originates is responsible for the co-ordination and issue of any subsidiary orders, including orders regarding rations, which may be necessary

The officer commanding the station at which troops entrain is responsible for all executive arrangements connected with their despatch through to the destination station and for taking such special precautions for the preservation of the health of the troops as he may consider necessary, although such precautions may not be specifically authorized by these regulations.

The Embarkation Commandants, Bombay and Karachi, are responsible for arrangements in connection with the rail movements of personnel arriving from overseas.

577. Provision of Accommodation.—As a general rule orders for the movement of troops which emanate from A H. Q are communicated to all concerned by post.

Notification of impending moves and entraining strengths must be submitted by the Commander concerned to A. H. Q. in sufficient time to admit of the issue by post of the necessary orders

After the issue of orders by A. H Q in compliance with a particular demand, additional requirements in rolling stock in respect of the same demand are not to be submitted. Should additional rolling stock be required a separate demand must be submitted in respect of which separate orders will be issued by A. H. Q

Urgent demand calling for immediate compliance must state briefly the medical or military reasons for their urgency failing which, the move will be arranged by post in the usual manner.

To avoid unnecessary expenditure on telegrams in connection with demands for accommodation, the following procedure shall be observed :—

(i) Request made on "Milrail" for rail accommodation will normally be made by express letter and will reach A. H. Q. twelve clear days before the movement is to commence.

(ii) Telegraphic requests are only to be made when time does not permit of the procedure in (i) above being followed.

(iii) Indenting authorities should endeavour in every instance to give correct and final entraining strengths

578. Military cars.—*A limited number of military cars specially* designed for the purpose, are available for the conveyance of British troops, "Milrail" A. H. Q. is responsible for the allotment and movement of these cars.

A military car provides sleeping accommodation for 66 soldiers, except as provided in para. 632 (*k*).

When in an emergency or for the other reasons, it is impossible to provide military cars for the movement of British troops, such rolling stock as can be made available by railways is utilized for this purpose subject to the condition that individuals or parties not exceeding 20 in number are to be provided with second class accommodation.

579. Ambulance Cars.—An ambulance train is available for the conveyance of invalids and of families of British troops

"Milrail" A H. Q. is responsible for the allotment and movement of this train

580. Military carrying capacity of ordinary rolling stock.—The military capacity of ordinary third class rolling stock is :—

Item.	Troops travelling	Gauge of railway	Nature of journey	Number of soldiers to be accommodated in every 100 seats intended for the public
1	British troops	Broad .	All journeys	40
2	Ditto	Other gauges	All journeys . .	50
3	Indian troops .	Broad	All journeys carried out in connection with concentration or peace journeys other than those included in items 4, 5 & 6.	60
4	Indian troops .	Broad .	Peace journeys in the hot weather season exceeding 700 miles	40
5	Ditto .	Do. .	Peace journeys in the hot weather season to or from ports of embarkation.	40
6	Ditto .	Other gauges	All journeys . . .	50
7	Followers .	All gauges	All journeys except those included under item 8.	100
8	Ditto .	Do. .	Journeys when proceeding on or returning from old service, when travelling in parties sufficient to fill a complete vehicle.	60

581. Accommodation for individuals.—The rules regarding the class of accommodation to be provided for individuals are contained in A. R. I., Vol. X.

582. Warrants and credit notes.—Carriage for troops, animals and stores, is provided by the issue of warrants or credit notes rules regarding the issue of which are contained in A. R. I., Vol. X.

576. Responsibility of commanders.—Local Commanders are responsible for the care, comfort and welfare of troops and families travelling by rail.

In the case of movements which commence in one command and terminate in another the command in which the movement originates is responsible for the co-ordination and issue of any subsidiary orders, including orders regarding rations, which may be necessary.

[illegible]

authorized by these regulations.

The Embarkation Commandants, Bombay and Karachi, are responsible for arrangements in connection with the rail movements of personnel arriving from overseas

577. Provision of Accommodation.—As a general rule orders for the movement of troops which emanate from A. H. Q are communicated to all concerned by post.

Notification of impending moves and entraining strengths must be submitted by the Commander concerned to A. H. Q. in sufficient time to admit of the issue by post of the necessary orders.

After the issue of orders by A. H. Q in compliance with a particular demand, additional requirements in rolling stock in respect of the same demand are not to be submitted. Should additional rolling stock be required a separate demand must be submitted in respect of which separate orders will be issued by A. H. Q.

Urgent demand calling for immediate compliance must state briefly the medical or military reasons for their urgency failing which, the move will be arranged by post in the usual manner.

To avoid unnecessary expenditure on telegrams in connection with demands for accommodation, the following procedure shall be observed :—

(i) Request made on "Milrail" for rail accommodation will normally be made by express letter and will reach A. H. Q. [illegible]

(ii) [illegible]

(iii) [illegible] give correct and final entraining strengths.

[illegible]

ment of these cars.

A military car provides sleeping accommodation for 66 soldiers, except as provided in para. 632 (*k*).

When in an emergency or for the other reasons, it is impossible to provide military cars for the movement of British troops, such rolling stock as can be made available by railways is utilized for this purpose subject to the condition that individuals or parties not exceeding 20 in number are to be provided with second class accommodation.

579. Ambulance Cars.—An ambulance train is available for the conveyance of invalids and of families of British troops

"Milrail" A. H Q. is responsible for the allotment and movement of this train.

580. Military carrying capacity of ordinary rolling stock.—The military capacity of ordinary third class rolling stock is :—

Item.	Troops travelling.	Gauge of railway.	Nature of journey.	Number of soldiers to be accommodated in every 100 seats intended for the public
1	British troops	Broad	All journeys . . .	40
2	Ditto	Other gauges	All journeys . . .	50
3	Indian troops .	Broad	All journeys carried out in connection with concentration or peace journeys other than those included in items 4, 5 & 6.	60
4	Indian troops .	Broad .	Peace journeys in the hot weather season exceeding 700 miles	40
5	Ditto .	Do. .	Peace journeys in the hot weather season to or from ports of embarkation	40
6	Ditto .	Other gauges	All journeys . . .	50
7	Followers .	All gauges .	All journeys except those included under item 8.	100
8	Ditto .	Do. .	Journeys when proceeding on or returning from old service, when travelling in parties sufficient to fill a complete vehicle	60

581. Accommodation for individuals.—The rules regarding the class of accommodation to be provided for individuals are contained in A. R. I., Vol. X.

582. Warrants and credit notes.—Carriage for troops, animals and stores, is provided by the issue of warrants or credit notes rules regarding the issue of which are contained in A. R. I., Vol. X.

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In the case of movements which commence in one command and terminate in another the command in which the movement originates is responsible for the co-ordination and issue of any subsidiary orders, including orders regarding rations, which may be necessary

[illegible]

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The Embarkation Commandants, Bombay and Karachi, are responsible for arrangements in connection with the rail movements of personnel arriving from overseas

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Notification of impending moves and entraining strengths must be submitted by the Commander concerned to A. H. Q. in sufficient time to admit of the issue by post of the necessary orders.

After the issue of orders by A. H. Q. in compliance with a particular demand, additional requirements in rolling stock in respect of the same demand are not to be submitted. Should additional rolling stock be required a separate demand must be submitted in respect of which separate orders will be issued by A. H. Q

Urgent demand calling for immediate compliance must state briefly the medical or military reasons for their urgency failing which, the move will be arranged by post in the usual manner.

To avoid unnecessary expenditure on telegrams in connection with demands for accommodation, the following procedure shall be observed :—

(i) Request made on "Milrail" for rail accommodation will normally be made by express letter and will reach A. H. Q. [illegible]

(ii) [illegible]

(iii) [illegible] give correct and final entraining strengths.

578. Military cars.—A limited number of military cars specially designed for the purpose, are available for the conveyance of British troops, "Milrail" A. H. Q. is responsible for the allotment and movement of these cars.

A military car provides sleeping accommodation for 60 soldiers, except as provided in para. 632 (*k*).

When in an emergency or for the other reasons, it is impossible to provide military cars for the movement of British troops, such rolling stock as can be made available by railways is utilized for this purpose subject to the condition that individuals or parties not exceeding 20 in number are to be provided with second class accommodation.

579. Ambulance Cars.—An ambulance train is available for the conveyance of invalids and of families of British troops.

"Milrail" A. H. Q. is responsible for the allotment and movement of this train.

580. Military carrying capacity of ordinary rolling stock.—*The military capacity of ordinary third class rolling stock is* :—

Item.	*Troops travelling*	*Gauge of railway.*	*Nature of journey.*	Number of soldiers to be accommodated in *every 100 seats* intended for the public.
1	*British troops* .	*Broad* .	*All journeys* . . .	*40*
2	Ditto .	Other gauges	All journeys . . .	50
3	Indian troops .	Broad .	All journeys carried out in connection with concentration or peace journeys other than those included in items 4, 5 & 6.	60
4	Indian troops .	Broad .	Peace journeys in the hot weather season exceeding 700 miles	40
5	Ditto .	Do .	Peace journeys in the hot *weather season to or from* ports of embarkation	40
6	Ditto .	Other gauges	*All journeys* . . .	*50*
7	Followers .	All gauges .	All journeys except those included *under item 8*	*100*
8	Ditto .	Do. .	Journeys when proceeding on or returning *from* old service, when travelling in parties sufficient to fill a complete vehicle.	60

581. Accommodation for individuals.—The rules regarding the class of accommodation to be provided for individuals are contained in A. R. I, Vol. X.

582. Warrants and credit notes.—Carriage for troops, animals and stores, is provided by the issue of warrants or credit notes rules regarding the *issue of which are contained in A. R. I*, Vol. X.

583. Military Traffic Rates.—The rules and rates for the despatch of military traffic by rail are contained in the pamphlet entitled "Military Traffic Rules" published by the Indian Railway Conference Association; certain extract from this pamphlet are reproduced in paras 590, 593, 597, 604 and 610 for the guidance of those concerned

584. Emergency Demands by Local Commanders.—In an emergency, a local commander is empowered to demand special troops trains from the railway authorities. To ensure that no unnecessary delay occurs, it is incumbent on all commander s to ascertain and record particulars of the maximum number of reserved troops carriages attachable to ordinary trains which can be despatched from the station within the limits of their commands.

585. Parties to be accompanied by an officer.—Parties of Bri-

the case of large parties a suitable proportion of junior officers is to be detailed to assist the officer in command.

586. Discipline.—The O. C. troops is responsible for posting guards at all halt stations, and for taking necessary precautions to prevent looting He is responsible also that any cases of looting which may occur are investigated and settled on the spot, and for the submission of a report of the occurrence to the O. C. at the destination station.

588. Notice of despatch.—The despatching authority is responsible that whenever possible 48 hours' notice of the despatch of troops, animals, arms, ammunition, treasure or stores, is sent to staff officers at :—

(a) all intermediate halting stations;
(b) an intermedi te station to which troops, animals, etc., are booked for onward despatch;
(c) the final destination ;

to enable arrangements to be made for reception or onward despatch.

Ordinarily this notice will be sent by post on I. A. F. T.-1710, but it may be telegraphed in urgent cases.

589. Time Bills.—Each party despatched by rail is to be furnished by the despatching authority with a time bill on I. A. F. T.-1721 from which ordinarily no deviation is permissible. Any unavoidable deviation therefrom must be endorsed on the bill by the individual authorizing it, and communicated by him to any station at which the party will halt, and to the O. C. at the destination.

590. Special troop trains and reserved troops carriages.—The maximum number of vehicles which can be attached to a special troop train varies on different railways, and in some cases, on different *sections of the same railway.*

As a general rule, the minimum number of vehicles to form a special troops train is not to be less than the equivalent of sixteen four-wheeled vehicles.

As a general rule, in calculating the number of vehicles required for the accommodation of troops, each bogie vehicle is to be counted as equivalent to four-wheeled vehicles

Ordinarily, parties insufficient to fill the minimum number of vehicles prescribed in sub-para. 2 for a special troop train, are to be despatched by ordinary passenger train.

591. Train Timings.—Special troops trains are run normally to the timings contained in Military Railway Time-tables, Parts I and II, which are issued to all concerned.

Reference to these time-tables in A. H. Q. movement orders are made in terms of blocks and timings.

Should circumstances necessitate the arrangement locally of the movement of troops by special troop trains, such trains are to run normally to the timings prescribed in those tables.

592. Halts.—The special troop train timings referred to in paragraph 591 provide for the undermentioned daily halts :—

(a) British Troops.

Special troop trains with kitchen cars attached and running to fast timings.	3 halts of half hour's duration each (in the morning, at mid-day and in the evening)
Special troop trains without kitchen cars attached and running to slow timings.	3 halts of 1 hour's duration each (in the morning, at mid day and in the evening)
Special troop trains without kitchen cars attached and running to special timings.	3 halts, *viz.*,— (*i*) morning halt of 1 hour, (*ii*) mid-day halt of ½ hour in hot weather, and of 1 hour in cold weather; (*iii*) evening halt of 1 hour in hot weather and of ½ hour in cold weather.

NOTE.—Timings of this nature are not provided for in the Military Railway time-tables.

(b) Indian Troops.

All special troop trains	3 halts during the day of 1 hour's duration each.

(c) Animals.

All special trains	Halts at convenient intervals of 1 hour's duration each

For journeys exceeding 24 hours, special halts for cooking will be allowed as may be practicable. In cases where technical railway difficulties make the question of cooking halts impracticable, a cooking wagon will be attached to the train in which the men's rations will be prepared and cooked.

593. **Provision of rolling stock.**—The railway authorities are responsible for the provision of sufficient and suitable rolling stock to meet the demands of military authorities, but the supply of vehicles of any particular size or capacity cannot be guaranteed.

594. **Reports and stoppage of traffic.**—It is the duty of the railway authorities to report by telegraph to the district or independent brigade commander concerned, and to "Milrail" A. H. Q., any interruptions of military traffic which will extend over a period of 12 hours, or involve transhipment.

595. **Arrival and departure reports.**—Arrival and departure reports of special troop trains must be telegraphed to "Milrail" A. H. Q. by officers commanding stations only in cases of late departures from station of origin and late arrival at destination station, exceeding two hours. In cases of delay at stations of origin exceeding 30 minutes' written reports giving brief reasons, for such delays are to be submitted direct to "Milrail" A. H. Q. by the despatching officers concerned.

596. **Accidents.**—In the event of a train conveying troops becoming involved in a serious accident or in a break down, which involves [illegible]

The O. C. the nearest military station is responsible, under the orders of the district or brigade commander concerned and in consultation with the local railway authorities, for taking such steps as may be necessary for the maintenance and relief of the troops involved. The railway authorities, in consultation with the local military authorities, are responsible for the disposal of the train.

In the case of serious break downs, "Milrail" A. H. Q. will issue orders for the suspension or continuation of the movement.

597. **Detention of railway rolling stock.**—Detention charges, as prescribed in the Military Traffic Rules, are leviable by the railway authorities in respect of rolling stock detained beyond certain

periods as specified below. It is incumbent on officers to ensure that such charges are not incurred unnecessarily :—

(a) Detention charges are levied by the railway authorities in [illegible]

(b) [illegible]

livestock, at stations of entrainment and detrainment; detention charges are leviable in respect of rolling stock detained beyond these periods.

(c) In the case of wagons attached to ordinary trains a period of twenty four hours, free of detention charges, is allowed by the railway authorities for loading or unloading. This period is calculated from the time the wagons are made available by the railway authorities for loading or unloading.

(d) I [illegible]

These rules are not applicable to consignments of coal explosives or other dangerous goods, to which the Military Traffic Rules do not apply.

598. Marshalling and loading of trains.—The railway authorities in consultation with the local military authorities, are responsible for the marshalling of vehicles of special troops trains.

Once a train is marshalled and handed over to the Military authorities, the arrangements made cannot be altered. The O. C. troops is responsible that the vehicles are correctly loaded, and at stations where such exist will be assisted by the R. T. establishment.

The railway authorities are empowered to detach empty vehicles, to re-marshall troop trains or to substitute other rolling stock and may require vehicles to be vacated at any station, and at any time when necessary for these purposes. When such action is necessary, the following principles must be observed so far as circumstances permit :—

(a) The sub-division of units is to be avoided.

(b) Guns and vehicles are to be conveyed in the same train as their teams.

(c) Drivers are not to be separated from their animals.

599. Examination of rolling stock.—The procedure to be observed when taking over and handing over vehicles is as follows :—

All vehicles assigned for occupation by troops or animals are to be examined before entrainment commences by the O. C. train, or by the conducting officer and by a medical officer, and if animals are to be

entrained by a veterinary officer or veterinary assistant surgeon when available, in company with a railway official, to ensure that all vehicles are in a clean and sanitary condition, special attention being paid to the latrine accommodation. Drinking water tanks, when provided, must be clean and filled with pure fresh water. When animals are to be entrained, the breast bar fittings of goods vehicles must be carefully inspected.

A list of all deficiencies and damaged fittings will be drawn up by the O. C. train, or by the conducting officer, on the damage memorandum provided by the railway authorities.

ed by the railway official
. C. train, or by the con-
the doors of all wagons
containing government stores or troops baggage are fastened securely.

On arrival at the destination, a similar examination is to be held, and the condition of the vehicles compared with the damage memorandum compiled before entrainment. Any additional damage brought to light is to be assessed in accordance with railway's fixed schedule of charges and charged to the responsible individual.

If the individual responsible cannot be detected the cost of the damage is to be shared equally between the occupants of the compartment and paid for on the spot. If, for any reason the assessed damage is not paid for in cash, the O. C. train or conducting officer must sign an acceptance for the amount involved, which the station commander at the destination will forward to the unit concerned. The latter will pay the amount without question to the railway authorities, and make necessary recoveries from the individuals detailed in the memorandum.

601. Families not to travel by special troop train.—The families of officers and civilian subordinates are not permitted to travel by special troop trains

men
that

603. Entrainment and Detrainment.—When troops move by rail, the O. C. the unit or detachment is responsible for the issue of orders for the regulation of entrainment and detrainment, and for the preservation of order and discipline *en route* particularly during halts. These instructions are to be framed on the lines indicated in K. R. and F. S. R., Vol. II.

When allotting accommodation in troop trains, the numbers and units allotted are to be marked in chalk on the footboards below the

doors of carriage and compartments, and not on the sides or doors of carriages

On arrival at the destination troops are to be formed up and placed under cover, punkhas being provided, when available, during the hot weather

The entrainment of parties of British troops exceeding 100 in number is to be supervised when possible by a staff officer, or, when this is impossible, by an officer detailed to act for him. In the case of Indian troops travelling on duty the entrainment of parties exceeding 50 in number is to be supervised by a *King's Commissioned* Officer.

604. Animals, guns and vehicles.—The instructions contained in K R. paras 1062 to 1069 both inclusive are applicable generally to India.

The military authorities are responsible for the entrainment and [illegible]

In the case of animals conveyed in horse boxes, one attendant [illegible]

605. Entrainment of camels.—Instructions for the entrainment of camels are contained in I. A S C. Training.

606. Conveyance of animals.—Animals, other than officers' chargers, are to be despatched by mixed or goods train, unless military or veterinary reasons demand that they be despatched by passenger or special troop train. In order to avoid the necessity for transhipment *en route* large consignments of animals may be despatched by a route alternative to the main route (*see* para. 551) when despatch by the main route involves a break of gauge.

607. Accommodation for animals.—Under normal conditions horse boxes are provided for the conveyance of authorized chargers, and trucks or covered wagons for other animals

608. Accommodation for unauthorised chargers.—When spare accommodation, not required for authorized chargers, is available in horse boxes, attached to special troop trains, the o c. troops may permit such accommodation to be utilized by officers for the conveyance of unauthorized chargers The allotment of such accommodation when available, is to be made in order of juniority.

609. Kits and bedding.—Kits and bedding of troops are to be despatched by the same train as the troops to whom they belong. In cold weather, blankets are to be taken into the carriages by the men.

610. Handling of stores.—The military authorities are responsible for the loading
except in the case
small consignment
booked at parcel r
baggage at junctio
which circumstances the railway authorities are responsible for the handling of consignments.

The despatching authority is responsible for the provision of such escorts or conducting parties as may be necessitated by circumstances In the case of stores accompanying troops, two attendants, either soldiers or followers are to travel in each wagon containing inflammable stores, or forage.

611. Despatch of stores.—Stores will be despatched by the cheapest route and mode of carriage, but, in exceptional circumstances they may be despatched by a more expeditious method, provided the sanction of the competent financial authority to the extra expense, if any, is obtained. The responsibility for obtaining this sanction rests with the indenting officer, but, in cases of emergency, sanction may be anticipated.

612. Despatch to places outside India.—When stores are despatched from India for the use of His Majesty's Imperial or other Governments a packing account (I. A. F. Z.-2090) will be prepared in triplicate and disposed of in accordance with the instructions on the form.

613. Despatches by sea.—When articles are sent to a station beyond the sea they will be invoiced on I. A. F. Z 2096 direct to the officer for whom they are intended.

A descriptive list of the packages with a statement of value of each package and with the railway receipts and a forwarding memo. will be sent to the I.A.S.C representative at the port of embarkation (in the case of Bombay and Karachi to the Embarkation Commandant), who will arrange the onward despatch of the packages.

614. Despatches beyond rail.—Despatches to stations not situated on the railway will be made direct through the railway, if possible, otherwise through the I. A. S. C. representative at or nearest to the railhead.

Full particulars as regards the location of the unit, *i.e.*, the nearest railway station, out-agency, etc , will be furnished by the indenting officers especially when the unit is in camp at other than a well-known station to enable the stores to be despatched to their correct destination.

615. Despatch to consignee on line of rail.—When the consignee is on the line of rail, or, if through booking is practicable, the consignor will either issue or apply to the I. A. S. C. for a credit note (I. A. F. Z. T.-1711) for the total weight of the consignment, and despatch the stores to the railway station where the weights will be checked and the rates filled in by the railway authorities. The railway receipts, issue vouchers and a letter of advice, if necessary, will be forwarded to the consignee.

616. Credit Note Details.—Details of stores despatched, together with the number and weight of packages, will be shown in the credit notes and vouchers in the case of all consignments, even when the consignment is made in full wagon loads.

617. Responsibility of railway.—The railway administration is responsible for giving a receipt specifying the number of articles, parcels or packages delivered to it for carriage and load into wagons on its premises. The fact that such articles, parcels or packages may be carried at owner's risk and despatched by the railway administration in complete loads will not absolve the railway administration from the responsibility of giving a receipt, and such receipts will be demanded by consignors of Government stores at the time the goods are tendered for despatch.

Receipts for a specified number of goods may not be claimed from a railway administration when goods are loaded in wagons in military sidings, unless stores so loaded are tallied at the time of loading by railway administration concerned.

618. Stores arriving late or without advice.—Stores which arrive before the railway receipt may be taken over on an unstamped indemnity bond If stores do not arrive within a reasonable time which in no case will exceed two months from the date of despatch the consignee will take necessary steps to trace them If the stores arrive without the vouchers the consignee will prepare a provisional receipt voucher and take them into stock. When the issue vouchers of the consignor are received, the consignee will sign one copy and return it to the consignor with a loss statement sanctioned by the competent financial authority for any deficiencies between the stores shown on the issue vouchers and those brought on charge by the provisional receipt voucher referred to above Packages will be dealt with and enquiries made as directed in para 620

[illegible]

When full wagon loads are received, the consignee will ascertain whether the seals on the wagon are broken or intact and, if intact, note the actual lettering on the seals.

If the consignment is correct and in good order the consignee will accept delivery, the packages will then be opened in the presence of an officer, and compared with the packing notes and vouchers.

620. Deficiencies, discrepancies, loss or damages.—Loss or damages will be noted on the vouchers a receipted copy of which will be returned *by the consignee.* The full quantities of the stores vouchers will be taken on charge by the consignee and a loss statement prepared for the deficiencies. After the loss statement has been dealt with by the C.F.A. it will be the authority for posting off charge, the difference between the quantity vouchered and the quantity actually received. When stores are incorrectly invoiced the consignee will

refer the matter to the consignor and submit the result to higher authority if necessary. If the consignment is not in good order, it will be opened in the presence of a railway representative any loss, damage or discrepancy noted in ink on the railway receipt. The consignee will make the necessary enquiries with the railway authorities and the necessary claim with a valuation statement is to be preferred against the carrying company within six months from the date of delivery of animals or goods for carriage by railway. The consignee will furnish his accounts officer within three months from the date of delivery with full particulars of the loss and a copy of the letter in which the railway authorities have accepted the liability. All necessary action will then be taken by the military accounts department. In such cases the loss statement to support the writing off of the deficiency will be endorsed "Railway accepts liability." The number and the date of the communication furnishing the particulars of the loss to the accounts officer will also be quoted on the loss statement. If the railway authorities refuse to admit liability the loss will be disposed of by the competent financial authority.

To ensure that all claims for compensation for loss of military animals and stores are preferred within the six months' time limit laid down in section 77 of the Indian Railways Act, IX of 1890, I. A. F. T. 1721 will be filled [illegible]

obtain an acknowledgment of the claim from the railway. When articles received from a manufacturing establishment are found to differ from sanctioned authorities, such as Vocabularies or List of Changes, the following action will be taken:—

A discrepancy report will be forwarded, in duplicate, by the consignee to the consignor. The consignor's copy of the issue voucher will not be altered, but the consignee will amend his copy to show the stores as found by him on receipt and will bring them on charge accordingly, returning the issue voucher, duly receipted, to the consignor. The consignor will return to the consignee the original discrepancy report which will be attached to the consignee's receipt copy of the voucher. The consignor will mark up the original issue voucher showing the disposal of the duplicate discrepancy report. If the matter is one which cannot be settled by the consignor, it will be referred to the authorities concerned for a decision.

621. The general provision of paras. 616, 617, 618, 619 and 620 also apply in principle in the case of Government stores despatched by inland carrying companies other than railways.

622. **Stores from private firms, contractors, etc.**—When stores are received from private firms, contractors or through an agency, they will be compared with the sealed pattern, drawing, specification or other particulars available, but will not be condemned for slight or unimportant deviations. If not up to standard and the supplier

refused to replace them the matter will be referred to a station Board composed of officers of experience, unless otherwise provided for by deed of contract. The decision of the board when confirmed, is final.

623. **Imported stores India Office.**—Stores imported through the India Office, if rejected on account of inferiority or not being up to pattern will not be disposed of until a reference has been made to the India Office through the head of the department concerned. If the stores are of trifling value, they may be sold under the orders of the Government of India, and a complete statement of defects, quoting

(i) Invoices of stores landed at Karachi will be received by the E.S.O. (S. and S.), Karachi through the customs, and will then be transferred to the M. A. Dept. after necessary action has been taken to communicate to the Accountant General, Mercantile Marine Department, Board of Trade, London, the amount due on account of damage or discrepancies.

The recovery should be effected at the actual invoice rate, *plus* the authorised percentage for freight, packing and landing details of damage and discrepancies will be noted by the E. S. O. (S and S.) on the invoices sent to the M. A. Dept.

In Bombay the Accountant General will deal similarly with invoices of stores. The non-receipt of, or discrepancies in, invoices will be reported to the India Office by the C.M.A. concerned or the Controller of Army Factory Accounts

(ii) Packing accounts will be forwarded to the consignee by the officer landing the stores. The original copy of the packing account will be retained by the consignee as his permanent office record, but whenever required by the M.A.D. for reference, it will be furnished and will be subsequently returned

(iii) The duplicate copy of the packing account will be receipted by the consignee, who after noting thereon all damages and discrepancies, will forward it to the depot accountant for transmission to the Controller as promptly as possible. the latter, after comparing it with the invoice received from the D. G India Stores Department, and noting on the invoice any discrepancies, found between the packing account and the invoice will forward the packing account to the officer landing the stores, for transmission to England.

(iv) Any military office receiving shipping documents for Government stores will forward them immediately to the E. S O. (S. and S.) at the port of arrival to enable the latter to clear and despatch such stores

In the case of books, publications, etc., despatched by book post, the duplicate copy of the packing account, duly receipted by the

consignee, should be returned by him direct to the D. G. India Stores Department

NOTE.—The Duplicate packing accounts of military publications sent from Bombay by the Superintendent of Stationery will be returned to that officer by the consignee.

624. Octroi—Stores accompanied by a prescribed certificate, endorsed thereon by a competent officer to the effect that they are Government property at the time they are brought into municipal limits, are exempt from octroi. In cases where such stores are subsequently sold the officer responsible for their import shall furnish to the cantonment authority on the first day of the month following the sale a certificate of goods sold, and shall arrange for the payment of the amount of octroi duty payable thereon.

625. Returns of stores—When stores are returned to the supplying department, vouchers will be sent on the same day that the stores are despatched. For identification purposes, a copy of the order directing the return of the stores will be attached to the vouchers. All stores will be suitably packed. Packages containing ammunition cases (when returned in other than small arm ammunition boxes arms, or small arms components will be sealed in four places and the

[illegible]

weight.

626. Baggage wagons.—It is the duty of the railway authorities to hand over padlocks and keys for securing the doors on the both sides of baggage wagons on special troop trains, to the o. c. troops, who is responsible for the safe custody of the baggage *en route* and for the return of the padlocks and keys to the station master at the destination. Receipts are to be obtained whenever the padlocks and keys are transferred. Should the railway authorities detach a wagon, or assume charge of the contents of a wagon, the responsibility for the safe custody becomes theirs but the keys will be retained by the o.c. troops.

627. Baggage.—In all cases of loss of Government or other property in transit by special troop train, the o.c. troops is responsible that the matter is investigated thoroughly without delay, and that the result is reported to the local military authorities for such further action as may be necessary.

A soldier travelling by ordinary train is to be warned not to surrender his luggage ticket at his destination until he has taken over his baggage

Should any baggage be missing, the individual in charge of the party, of the individual concerned, must report the loss to the station master without delay, and endorse the ticket, before handing it over, with particulars, of the baggage deficient, obtaining from the station master a signed copy of the ticket and endorsement. The individual should then report the matter to his o c. who is responsible for taking action to recover the property, or to obtain compensation from the railway

authorities. If a settlement is not reached within a reasonable period the matter is to be referred to arbiters, one nominated by the O.C. concerned and the other by the railway authorities for decision, and if these cannot agree the case may be referred to a third arbiter whose decision will be final. If the matter cannot be settled locally in the above manner, it will be referred to district or independent brigade headquarters.

628. [illegible] offensive or valuable goods. The carriage by [illegible]

responsible for any loss, injury, or damage caused by his action.

The commander of a unit, draft, or detachment travelling by rail is responsible that such goods are not packed in kits.

Articles of value such as watches, compasses, binoculars, telescopes, scientific instruments, valuable and important components [illegible]

When parcels or packages containing:—

(i) Plated articles;
(ii) *Watches, clocks, and timepieces of any description;*
(iii) Maps;
(iv) Lithographs,
(v) Musical and scientific instruments;

the value of which exceeds one hundred rupees are despatched by railway, the despatching officers will declare the contents and value thereof at the time of delivery to the railways, and if required by the railway administration, pay or engage to pay a percentage of the value so declared by way of compensation for increased risk. This declaration of value is necessary as otherwise under section 75 (1) of the Indian Railway Act of 1890, railway administrations cannot be held responsible for the loss, destruction or deterioration of such parcels or packages.

The sanction of the competent financial authority is not necessary in the above cases.

629. Carriage by rail of arms, ammunition and explosives.— [illegible]

[illegible] representative of the consignor by the railway authorities [illegible]

proceeding by rail is to accompany his charge to their quarters at the destination, and to report to the commander of the party before relinquishing his charge.

The special accommodation to which invalids and mental cases are entitled when travelling by rail is prescribed in A. R. I., Vol X.

632. **Hot weather precautions.**—In normal circumstances the hot weather period lasts from 1st April to 15th October (inclusive), but the D. M. S. or the local medical authority is empowered to extend or reduce this period at his discretion, in the event of the prevalence of abnormal weather conditions.

When British troops travel by rail during the hot weather period the following precautionary measures are to be taken —

(*a*) Troops special trains are to run normally to fast timings.

(*b*) An additional four-wheeled vehicle or equivalent accommodation is to be provided on special troops trains for use as a coffee shop when there is no kitchen car on the train

(*c*) Ice is to be supplied by the I A S. C. throughout the journey on the scale prescribed in A T. M. S , Part I.

(*d*) Rolling stock fitted with electric fans is to be provided whenever available

(*e*) A compartment fitted with electric fans is to be allotted for use as a hospital on special troop trains, and on ordinary trains when the number of troops travelling exceeds 100

(*f*) When electric fans are not provided in each carriage, hand fans are to be issued at the departure station to the troops on the scale of one fan per individual travelling, and handed over on conclusion of the journey to the o. c. the station of destination.

(*g*) Parties of less than 20 in number are entitled on the authority of a station order, to an allowance for the purchase of ice and mineral waters as prescribed in P. and A. Regns.

(*h*) With the exception of individuals and parties not exceeding 20 in number for whom second class accommodation fitted with electric fans must be provided no British troops are to be despatched through the Sind desert between the stations of Samasata and Hyderabad (Sind) or between Quetta and Karachi, without the previous sanction of A. H. Q.

(*i*) (i) Officers may be allowed to travel over the Jodhpur Bikanir Railway at all times of the year subject to their being medically examined prior to their departure whenever hot weather precautions are in force.

(ii) British other ranks may be permitted to travel over this line during the hot weather provided that they travel in second class carriages, that not more than four men travel in a compartment which should be fitted with

fans and provided with ice, and that the men travelling are medically examined before departure.

(*j*) Parties of British ranks proceeding to and from the Waziristan District *via* Mari Indus are to be despatched *via* Rawalpindi unless orders to the contrary are issued by A. H. Q.

(*k*) The carrying capacity of military cars is to be limited to 44 soldiers for journeys over any portion of the North Western Railway when movement by day is involved.

(*l*) When movements of troops take place in the hot weather period in the areas, or over the railway system mentioned in (*h*), (*i*) and (*j*) either with or without the special sanction of A. H. Q. the despatching authority is responsible that special precautionary measures, such as the provision of electric fans, drinking water and ice in carriages are observed, and that the individuals travelling are medically examined before their departure.

632-A. When it is essential that Indian troops should travel by train in the hot weather period, the following precautions will be observed, in addition to any that may be taken under para. 576:—

(*a*) Trains will be run to fast timings.

(*b*) A compartment fitted with electric fans will be allotted for use as a hospital compartment, when the number of troops travelling is 100 or over.

(*c*) For journeys over the N. W. Railway, when movement by day is involved, the carrying capacity of the cars will be 40 per cent. of the number of the public accommodated in the seating space, irrespective of the length of the journey.

633. Outbreak of infectious disease.—An outbreak of infectious disease among troops travelling by rail is to be reported immediately by the individual in charge of the party by telegram to the district or brigade commander, as the case may be, to the o. c. the next military station *en route*, and to the station commander at the destination.

The o. c. the next military station *en route* is responsible for deciding, in consultation with the local medical authorities, whether the whole or any portion of the party shall be [illegible]

telegram to—

(*a*) "Milrail" A. H. Q.

(*b*) D. M. S.

(*c*) The district or independent brigade commander.

(*d*) District or other commanders concerned in movement.

(*e*) The station commander at the destination.

In the case of large concentrations of troops moving to a pre-arranged railway programme, the o. c. troop train, in which infectious

disease appears, will notify the district commanders through whose district the train is passing and repeat the information to "Milrail" A. H. Q., the D. M. S., the o. c. the nearest military station, the commander of the formation to which the unit belongs, and to the o. c. concentration area. The local district commander is responsible for deciding the action to be taken and for informing "Milrail" A. H. Q., accordingly.

In the case of troops proceeding to a port for embarkation the o. c. troops will report the outbreak of infectious disease by telegram to the A. G. in I., Q. M. G. in I., D. M.S. in I., and to the embarkation authority at the port (*see* para. 648).

634. Supply of drinking water.—When it is anticipated that there is likely to be difficulty in procuring an adequate supply of pure drinking water for troop travelling by rail, the despatching authority is responsible in consultation with the medical authorities for making such special arrangements for the supply of drinking water *en route* as may be considered necessary.

635. Rations, British troops.—When possible, kitchen cars are attached to special troop trains composed of military cars, to enable meals to be prepared *en route*.

When kitchen cars are so attached, no special halts for officers' meals are permissible.

Ice for use in the refrigerators of kitchen cars is issued on the scale laid down in scales of rations and other articles of I.A.S.C. supply.

When kitchen cars are not provided on special troop trains the I.A.S.C. is responsible for the provision of hot meals to British troops at halt station (*see* para. 592). The scale of rations for such meals is prescribed in A. T. M. S., part I.

(*a*) An emergency dry ration is to be carried on the scale of one per individual travelling in the case of British troops moving by special troop train, or by ordinary train in parties of 20 or more in number.

(*b*) The I. A. S. C. authority who issues these emergency rations is responsible for informing the commander of the troops travelling of the stations *en route* at which rations, if consumed can be replaced.

(*c*) If not consumed emergency rations are to be returned at destination to the I. A. S. C.

(*d*) In the event of troop trains running late the o. c. train is responsible for telegraphing ahead to all I. A. S. C. representatives concerned with the provision of meals, giving probable time of arrival at halt stations where hot meals are to be provided

(*e*) When parties travelling by ordinary train are of 20 and over in number, hot meals will be provided under arrangements to be made by the I. A. S. C.

(*f*) Small parties of troops under 20 in number who travel by ordinary train will draw allowance in lieu of rations.

636. Rations for Indian troops and followers.—For troop train journeys not exceeding 24 hours, men will entrain with cooked or specially prepared rations. For journeys of over 24 hours rations for the estimated number of days' journey, will be loaded and cooked either at the long cooking halts or in the wagon especially attached to the train for this purpose, *vide* para. 592.

In the case of troops proceeding for embarkation, the estimated number of days j urney will include the day of embarkation.

637. Allowance in lieu of rations.—The rules regarding the admissibility of an allowance in lieu of rations to troops travelling by rail are contained in P & A Regns.

638. Liquor.—Soldiers travelling by rail are permitted to purchase 1 pint of beer or ½ ounce spirits once daily, between the hours of 6 P M and midnight at all times of the year

Commanders of parties are responsible that these amounts are not exceeded

639. Subsistence for individuals and small parties.—British soldiers and their families when travelling alone or in small parties not under the command of an officer, provided that the soldiers are in uniform may obtain refreshments at 2nd class refreshment rooms at the following rates .—

(*a*) Morning meal (before 10 A. M.)— 2 eggs or plate of curry with rice, 6 ounces of bread with 2 oz. of jam, 1 pint of tea with milk and sugar.	8 annas.
(*b*) Mid-day meal (between noon and 3 P. M) Plate of meat with potatoes and one other vegetable 4 ounces of bread	8 annas
(*c*) Evening meal after 5 P. M. One pint of tea with milk and sugar Six ounces of bread with cheese or butter.	6 annas.

On Burma railways, the charges for (*a*) and (*b*) are nine annas for each meal and six annas for (*c*)

One pint of beer for each man or woman may be provided at four annas per pint of draught beer or six annas per pint bottle when draught beer is not stocked

At refreshment rooms controlled by Messrs. Kellner and Co., a hot breakfast or dinner if preferred to the standard meal and the individuals concerned pay the extra cost, may be obtained at 12 annas a meal, and aerated waters may be obtained at the following rates per bottle :—

Soda 1 anna, lemonade or gingerade 2 annas, ice at 6 pies extra.

(*a*) To ensure meals being ready when required the officer responsible for the despatch of individuals and parties must give the refreshment room contractor concerned at least 48 hours' notice of their requirements for meals during the journey.

(*b*) In the case of parties of less than 10 in number, the individuals travelling must intimate their requirements beforehand to the guard of the train. The intimation of requirements must state separately how many standard meals, with or without tea, the number of pints of beer, and, in the case of Messrs. Kellner's refreshment rooms, how many hot breakfasts or dinners are required.

Movements by river.

640. Preliminary inspection of steamers, etc.—River steamers and flats are to be inspected prior to the embarkation of troops by the embarking officer and by a medical officer, to ensure that the arrangements in regard to hospital and cooking accommodation, latrines, ventilation, protection from the weather, and storage room for arms, baggage, etc., are complete and satisfactory. Defects are to be remedied before the troops embark.

641. Responsibility of o. c. troops.—The o. c. troops is responsible for the secure storage of arms, baggage and stores, for the maintenance in a sanitary condition of the accommodation occupied by troops, and for taking suitable precautions for prevention of fire and other accidents.

642. Preservation of discipline.—The o. c. troops is responsible for the issue of orders for the regulation of embarkations and disembarkations, and for the preservation of order and discipline during the journey, particularly during halts. These instructions are to be framed on the lines indicated in K. R. and P. S. R., Vol. II, for railway journeys.

643. [illegible]

[illegible] entitled to free return conveyance and free rations on the outward and return journeys.

644. Accommodation.—The rules regarding the scale of accommodation to which officers and other individuals are entitled, are contained in A. R. I., Vol. X.

645. Medical arrangements.—Medical attendance for troops and followers travelling in river steamers will be provided on the scale prescribed in para. 631.

[illegible]

The medical authorities are responsible that a sufficient supply of medicines, medical comforts, and disinfectants are embarked.

646. Rations.—When the supply of cooked rations to British troops travelling by river steamer in parties not exceeding 10 in number, is impracticable, passages are to be requisitioned "with diet"

and subsistence provided by the master of the vessel at the contract or other rate in force.

Rations for parties of Indian troops and for public followers entitled to free rations, not exceeding 10 in number, will be issued prior to embarkation by the I. A. S. C.

For parties of troops exceeding 10 in number the required rations are to be shipped by the I. A. S. C in charge or a representative of the corps, who will be responsible for their daily issue on the requisition of the commander of the party.

Movement by air.

647. **Conveyance by air**.—An officer travelling on duty may at his own risk travel by air on short journeys Any additional cost incurred beyond the cost of conveyance by ordinary means as prescribed in A. R. I, Vol. X, Travelling Regulations, must be met by the officer

If, in exceptional cases, an officer is ordered by A. H Q to travel by air, he will do so at public risk and cost

3. MOVEMENTS BY SEA.

General instructions.

648. **General arrangements.**—The Q. M. G is responsible for the general control of, the movement, embarkation, and disembarkation, of troops, animals, baggage and stores At certain ports embarkation commandants are appointed to control embarkation and disembarkation

At ports where an embarkation commandant is not appointed the district or independent brigade commander concerned is responsible for makin all arrangements in connection with embarkation and disembarkation

The embarkation commandant, or responsible local commander as the case may be, is hereinafter termed the "embarkation authority."

An embarkation authority is directly responsible to, and corresponds with, A H Q on all matters connected with the embarkation and disembarkation of troops, animals, baggage and stores. Embarkation commandants and their establishments are under the local commander for purposes of local administration.

649. **Definitions.**—Definitions of vessels employed in the carriage of military personnel, animals and stores will be found in A. R. I., Vol. X.

650. **Shipment of stores.**—The P. N. T. O. or his representative is responsible for the shipment of stores in transports, and for the provision of commercial freight required for stores except when the provision of such freight is arranged by the service or department in direct communication with the shipping company or the port authorities.

651. Disposal of documents connected with imported stores.—Instructions regarding the disposal of bills of lading invoices, tonnage accounts and packing accounts for stores imported through the agency of the Director General, Indian Stores Department, London, are contained in Appendix XXXVII

652. Visitors on transports.—While embarkation or disembarkation in or from transports is in progress visitors may be permitted on the jetty or ship only at the discretion of the embarkation authority and with the concurrence of the P. N. T. O., or in his absence, of the master of the ship

653. Dogs, birds, monkeys and cats.—No dogs will be embarked on Hospital ships As regards other Transports, not more than eight dogs will be embarked on any Transport. The embarkation authority will allot passages for dogs in accordance with the priority of receipt of applications, applications from entitled passengers will

Permission will not be granted for more than two dogs to be shipped by an applicant, unless within three days of sailing it is found that by allowing more than two to any applicant, the total number of eight is not exceeded

No dog will be shipped without a license obtainable from the Ministry of Agriculture and Fisheries, London, which must be produced at the time of embarkation. A statement to the effect that a license has been applied for will not be accepted.

All arrangements for feeding of dogs on the voyage must be made by the owner at his own expense.

Dogs will be conveyed entirely at owner's risk.

During the voyage, dogs are to be confined to the places provided for them.

Birds, monkeys and cats may be embarked at the discretion of the embarkation authority, provided the master of the vessel is willing to accept them.

654. Officers' chargers.—Accommodation for chargers is not usually provided on Transports and no applications for the special provision of accommodation for private chargers can be considered. Where horse stalls or boxes are, however, already fitted on a vessel and the demand for troop deck space does not necessitate their removal, applications to embark private chargers on Transports will be considered by the Q M G. in India In these cases the owner is responsible for the provision of the necessary line gear and for forage, which can be obtained on payment from the I. A. S. C. before embarkation. Owners are responsible for the care of their animals, and for the acceptance of all risks during the voyage.

On voyages within Indian limits, and to or from stations at which troops on the Indian establishment are stationed, when chargers other

than authorised chargers are embarked in transports or freight ships, the forage required will be supplied by the owner, if such forage is shipped by the I. A S C on the owner's indent, the latter will pay the value of the same before embarkation. The rate charged will include the authorised purserage fee.

655. Army schoolmistresses.—The following is the procedure as regards the reception and despatch of Army Schoolmistresses newly arriving in India —

On receipt of the passenger list from the War Office the Q. M. G. in India will notify the Embarkation Commandant and the G. O. C. at the port of arrival.

The G O C will instruct his Educational Officer to arrange to look after these schoolmistresses, and see them off by train or take them to a suitable hotel pending their departure

The Embarkation Commandant will give these ladies all assistance in settling up travelling claims, etc., and leave to the Educational Officer only the duty of seeing them off safely in the trains.

Failing an Educational Officer, any non commissioned officer may be detailed from a British unit at the port for this duty as required.

656. Medical attendance in freight ships.—When troops are embarked in freight ships in which medical attendance is not provided by the shipping company, or when such attendance, if provided, is considered by the embarkation authority to be inadequate, military medical attendance will be provided on the scale prescribed in para. 631.

657. Prisoners and convicts.—Military convicts and prisoners who have not been discharged from the army but whose repatriation to G. B has been ordered, are to be accommodated in public vessels.

A British soldier not enlisted in India who is discharged from the Army on conviction by the civil power will, on completion of his sentence, be despatched to G B by packet under arrangements to be made by the local civil authorities, the cost of his passage being debited to the military estimates.

In the event of the civil authorities desiring to despatch to Great Britain, under the Colonial Prisoners Removal Act, an ex-military con-

expire before the arrival of the vessel in G. B.

Engagement, inspection and fitting of hired ships.

658. Engagement of hired ships.—The engagement of hired *transports and freight ships requires the sanction of the Government of India.*

When sanction to the engagement of hired ships has been accorded, the Q. M. G. is responsible for informing the P. N. T. O, East

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On receipt of the passenger list from the War Office the Q. M. G. in India will notify the Embarkation Commandant and the G. O. C. at the port of arrival.

The G. O. C. will instruct his Educational Officer to arrange to look after these schoolmistresses, and see them off by train or take them to a suitable hotel pending their departure.

The Embarkation Commandant will give these ladies all assistance in settling up travelling claims, etc., and leave to the Educational Officer only the duty of seeing them off safely in the trains.

Failing an Educational Officer, any non-commissioned officer may be detailed from a British unit at the port for this duty as required.

656. Medical attendance in freight ships.—When troops are embarked in freight ships in which medical attendance is not provided by the shipping company, or when such attendance, if provided, is considered by the embarkation authority to be inadequate, military medical attendance will be provided on the scale prescribed in para. 631.

657. Prisoners and convicts.—Military convicts and prisoners who have not been discharged from the army but whose repatriation to G. B. has been ordered, are to be accommodated in public vessels.

A British soldier not enlisted in India who is discharged from the Army on conviction by the civil power will, on completion of his sentence, be despatched to G. B. by packet under arrangements to be made by the local civil authorities, the cost of his passage being debited to the military estimates.

In the event of the civil authorities desiring to despatch to Great Britain, under the Colonial Prisoners Removal Act, an ex-military con- [illegible]

expire before the arrival of the vessel in G. B.

Engagement, inspection and fitting of hired ships.

658. Engagement of hired ships.—The engagement of hired transports and freight ships requires the sanction of the Government of India.

When sanction to the engagement of hired ships has been accorded, the Q. M. G. is responsible for informing the P. N. T. O., East

Indies, of his requirements in respect of accommodation for troops, animals, baggage and stores.

The P. N. T. O. is responsible for the provision of accommodation to meet the requirements of the Q M. G.

The Q. M. G is responsible that the accommodation provided by the P. N. T O is utilised to its fullest extent. Embarkation Commandants will, however, bring to the notice of the Q. M. G. in India any matters which are likely to effect accommodation on vessels.

659. **Inspection and fitting of hired vessels.**—A vessel hired for the conveyance of troops or animals is to be inspected by a special board of representatives of the P. N. T. O and of A. H. Q, in order to determine the use to be made of the space available, and the capacity of the vessel When a vessel hired by the Indian Government and already fitted for troops, is adversely reported upon in any important particular regarding the general structural arrangements during her last voyage with troops, a similar inspection will be held on her return to India to determine what alterations, if any, are necessary.

Although the wishes of the military representatives will so far as is practicable, be carried out, the ultimate responsibility for decision as to suitability of accommodation, capacity, etc., rests with the P. N. T O.

660. **General inspection prior to embarkation.**—At least 24 hours prior to embarkation, a vessel hired for the conveyance of troops or animals, will be inspected by a board consisting of representatives of the P. N T. O and A H Q The latter will include an officer of the embarkation staff and embarkation medical officer, and, when animals are to be embarked, a veterinary officer. The duty of the board is to ensure that fittings, sanitary condition and arrangements for the accommodation, preservation of health and messing of the troops are satisfactory, and that the ship is clean and in every way fit for the embarkation.

When possible the O. C. and S. M. O. of troops should be present at the inspection

[illegible]

One copy of this report is to be forwarded to the Q. M. G. in India and one copy to the D. M S. in India by the embarkation authority.

When less than fifty military passengers are embarked on any [illegible] tion authority [illegible] satisfy them- [illegible] passengers is [illegible] ngers embark [illegible] self that the accommodation is suitable.

Medical inspection of crew.—The embarkation medical officer will ascertain from the master of the ship that the crew is free from infectious disease In the case of the crews of transports, a medical inspection of the ship's crew and a sanitary inspection of the parts of the ship occupied by the crew will be carried out by the embarkation medical officer

661. Final inspection after embarkation.—A final inspection will be held as soon as the embarkation is complete, and before the ship proceeds to sea, by a board consisting of representatives of the P. N. T. O and A H Q *The latter will include an officer of the embarkation staff,* the embarkation medical officer, and, when animals are carried, a veterinary officer The O C troops embarked and the senior medical officer of the ship will accompany the board.

The duty of the board is to ascertain whether the arrangements for the berthing of troops, stowing of baggage, etc., have been properly carried out

Whenever troops embark a final inspection before sailing will be held and the report on Admiralty Form Tech -21 (late S.-105) completed A copy of the report will be sent to the Q M G. in India and to the D M S in India by the embarkation authority

662. Procedure during final inspection.—Troops, (except those on duty), women and children will be seated at their mess tables before the final inspection commences, and will remain so seated until its completion O C companies, etc, and drafts will be present and will read to their men the orders for fire and collision stations, (copies of which will be hung up on each troop deck. They will report that they have done so to the board on its arrival on the troop decks.

Before leaving the precincts of the port all personnel will be exercised at fire, boat, and collision stations, under arrangements to be made by the master in conjunction with O. C. troops. If time permits troops will be exercised before the vessel sails.

[illegible]

Preliminary embarkation arrangements.

664. Rations, stores, etc.—The embarkation authority is responsible that a suitable and sufficient supply of rations, medical stores, and comforts, veterinary stores, and disinfectants *for the voyage,* is placed on board.

665. General instructions.—The instructions contained in [illegible]

666. Official publications.—The embarkation authority is responsible that each transport or freight ship conveying troops is provided with a copy of the following publications:—K. R., M. M. L., M. I. M. L., R. W., P. & A. Regns., Regulations for the Army in India, A. R. I., Vol. III—Financial Instructions, Passage Regulations, India, A. R. I., Vol. XI, Clothing Regulations, Army Board of Trade Sea Transport Regulations, for the guidance of C. Os.

In the case of hired transport and freight ships engaged in India, Marine Regulations, India, Vol. IV, must also be placed on board by the P. N. T. O.

667. Stationery forms and documents for use on the voyage.—The embarkation authority is responsible for providing the O. C. troops on board with stationery and forms for use during the voyage including a supply of the following forms:—

Proceedings of a court of enquiry
,, ,, court martial.
Voyage report (A. F. G.-22) or I A F T.-1735 for voyages within Indian limits.
Acquittance roll (A. F. 1513-N).
Imprest accounts (A. F. 1531-N).
A. F. O. 1809 G.
Transfer medical certificate (A. F. B-172).
Hospital diary (A. B. 39).
Return of sick on board ship (A. F. B-182).
Clinical chart (A. F. B-181).
Medical history sheet (A. F. B-178).
Morning state of sick (A. F. A-27).
Morning sick report (A. F. B-256).
Duties of attendants on insanes (I. A. F. M-1202).
Notification of infectious disease (I. A. F. A-35).
Medical case sheet (A. F. I-1237).
Loss Statement (I. A. F. A-498).
Confidential card (A. F. I.-1220).

The embarkation authority is responsible for providing the O. C. troops on board with the following documents:—

(a) Seniority list of officers to embark.
(b) Certificates of inspection of baggage room.
(c) Nominal rolls of troops embarking (British) personnel only (on A. F. B-127 for British details only).
(d) Copy of berthing lists for 1st, 2nd, and 3rd Class.
(e) Embarkation returns.
(f) A.F.O 1809 G collected from details for direct embarkation (British personnel only).

668. Court-martial warrants.—The instructions contained in K. R. regarding the issue of warrants to enable the o c. troops on board a transport or freight ship to convene court-martial, are applicable to India.

669. Religious susceptibilities.—It is incumbent on the embarkation authority, when arranging for the embarkation of Indian troops

to give due consideration to religious and caste susceptibilities and to make suitable arrangements for cooking places on board

670. Rations for Indian troops.—When Indian troops or followers are ordered to proceed overseas, the despatching authority will inform the embarkation authority of the number of men for whom rations are required under the following categories:—

Non-cookin ,
Cooking atta eaters,
Cooking rice-eaters,
Opium eaters

The number by classes viz., Sikhs or Mazbi Sikhs, Dogras, Rajputs, Jats, Gurkhas, other Hindus and Musalmans, must also be stated

671. Applications for entitled passages, allotments, etc.—The procedure for submission of applications for entitled passages, the method of allotments, etc will be published in India Army Orders annually and prior to the commencement of each Trooping Season.

672. Applications for not-entitled (indulgence) passages, allotments, etc.—Not-entitled (indulgence) passages are admissible under the provisions of King s Regulations, para 1219 The allotment of these passages will be made in strict accordance with the categories given in Appendix X, A. R, I, Vol X.

The procedure for submission of applications, the information to be embodied in the application, the method of notification of allotment and of sailings, etc, will be published in India Army Orders for each Trooping Season.

to a port of embarka- , of their turn. The emote and the expense conditions is very high and there is no remedy for inconvenience and expense incurred.

673. Movements of drafts.—"Milrail" A H. Q is responsible for the arrangement and co-ordination of the movement of drafts *to and from ports of embarkation. When drafts are under orders to* proceed overseas, all concerned are advised by A. H. Q of the probable date of embarkation. Despatching officers must await movement order from "Milrail" A H. Q

As a general rule, troops and families are accommodated in the overseas rest c mps at Deolali and Karachi prior to embarkation.

Individuals other than 1st class passengers, are not permitted to proceed to ports for direct embarkation unless authorised to do so by A H. Q.

674. Draft conducting officers.—Officers required to conduct drafts by rail (*see* para 585) will be appointed by os. c units concerned.

In the case of troops moving to ports for embarkation on transports, officers will be appointed to accompany drafts under orders of the Q M G in India.

Documents, reports and returns.

675. **Embarkation returns.**—The following returns are required :—

(a) *For British troops proceeding to Great Britain or elsewhere outside Indian limits*—Special forms as issued by the W. O. and A. F. B-126. The latter will be prepared by the embarkation authority and disposed of in accordance with instructions on the form.

(b) *For Indian troops proceeding beyond Indian limits*—A. F. B-126 which will be prepared by the embarkation authority who will furnish copies to the Q. M. G., the district commander, the o. c. troops on board, and the P. N. T. O. or his representative.

In [illegible] limits, [illegible] to the [illegible] cumsta[illegible]

When British soldiers proceeding on furlough are embarked, a separate nominal roll of such men, showing their rank, name, corps, particulars of family and period of furlough, will be prepared in duplicate by the o. c. unit and forwarded to the embarkation authorities who will countersign one copy and forward it to the W. O. direct.

676. **Disembarkation returns.**—The disembarkation returns to be rendered in respect of British troops moving between India and G. B. or elsewhere beyond Indian limits, are prescribed in K. R.

In connection with movements of British and Indian troops within Indian limits, a disembarkation return on A. F. B-126 is to be furnished, one copy of the return being rendered to the embarkation staff and a duplicate to the district commander.

In the case of Indian troops arriving in India from a station at which they were borne on the Imperial establishment, an additional copy of the disembarkation return on A. F. B-126 is to be forwarded direct to the W. O. by the embarkation authority.

677. **Voyage reports.**—On hired transport or freight ships engaged in India, five copies of I. A. F. T. 1735 are to be prepared by the o. c. troops, and handed over by him to the embarkation authority at the port of disembarkation for disposal.

No voyage report is necessary for voyages within Indian limits when less than 50 troops are carried or for journeys of three days or less, unless the o. c. troops or the embarkation authority considers such report necessary for any special reason.

678. **Nominal rolls.**—The instructions contained in K. R., paras. 1098 and 1100 to 1104 both inclusive regarding the preparation, submission, and disposal of returns of nominal rolls, of A. F. B-127 and of consolidated rolls on board ship, are applicable to India.

679. **Disposal of documents.**—The rules contained in K. R., paras. 1105 and 1106 for the preparation and disposal of the documents

of British soldiers returning to G B from overseas are applicable to India.

680. Special instructions for homeward voyages.—The embarkation authority is responsible for the preparation and despatch of A.F. B-142 in accordance with the instructions contained in K R., paras. 1111 to 1114, both inclusive

Embarkation of troops and families.

681. General instructions.—The instructions contained in K. R., paras. 1123 to 1146, are applicable to India with exceptions contained in the *following paras*

682. Officers for duty on board ship.—The ship's staff and the officers required for duty on board ship are appointed by A. H Q.

The ship s staff [illegible]
master, baggage off [illegible]
cumstances permit [illegible]
ship's staff, will be [illegible]
number between 20 [illegible]
one officer when the number exceeds 150, one of the officers will be a captain and when it exceeds 300 one will be a field officer.

Officers proceeding on leave or furlough under the leave rules for the Indian Army are not to be detailed for duty on board ship unless circumstances rendered this absolutely necessary When it [illegible]

In cases where direct embarkation is employed, officers will be detailed by A. H. Q to proceed to certain draft conducting centres as required and proceed to the Port in charge of drafts on a Troops special

[illegible]

chaplain will be appointed on a transport conveying a Scottish unit.

The appointment of chaplains for duty on outward bound transports is made by the W O., chaplains, for duty in homeward bound transports are appointed by A. H. Q. on the recommendation of the ecclesiastical authorities.

The ecclesiastical authorities responsible for the nomination of chaplains for duty on homeward bound transports are :—

Church of England.—The Metropolitan in India, Calcutta.
Church of Scotland.—The Presidency Senior Chaplain, Bengal.
Roman Catholic Church.—The Archbishop of Simla, or in his absence the Vicar General and Administrator.

These authorities are required to submit lists of chaplains so nominated to the Q. M. G. before the 1st September of each year indicating therein the order of priority in which chaplains are to be selected.

A chaplain will be appointed by A. H. Q for duty on a homeward bound transport only when there is no chaplain appointed by the W O. for the round journey to India and back, available for duty

As a general rule, only Church of England and Church of Scotland chaplains of the I. E E who are proceeding on or returning from leave are appointed for duty on transports, whether homeward or outward bound. When such chaplains are not available, chaplains of the R A. C. D. may be appointed, or clergymen who do not belong to either the R A C. D or the I E E. may be appointed specially for this purpose.

Applications by chaplains for duty passages on transports from G. B. to India should be submitted to the I O.

The rules governing the grant of conveyance to chaplains appointed for duty on transports are contained in Passage Regulations, India.

684. Families.—The instructions contained in K. R paras. 1147 to 1154 are applicable to India

685. Hour of sailing.—The embarkation authority is responsible for informing the P. N T O, or in his absence, the master of the ship, of the hour at which the embarkation is likely to be completed in order that there may be no delay in leaving harbour

686. Certificate from civilians.—The embarkation authority is responsible for obtaining a certificate from each civilian passenger embarked on a hired transport, or freight ship to the effect that he will conform to the standing orders of the ship and to such other orders as the o. c. troops on board may issue.

Offences committed by civilians during the voyage are to be dealt with by the master of the vessel.

Shipment of baggage.

687. [illegible]
in the fol[illegible]
paras 11[illegible]
of baggage [illegible]

688. Stowage of baggage.—The embarkation authority will provide hired labour on shore for the purpose of handling, and placing the baggage in the slings. The representative of the P N. T. O. is responsible that *the necessary labour is available for working* the winches and cranes; and for providing stevedorage in the baggage rooms for unslinging the baggage and stowing under the supervision of a ship's officer.

The Baggage Officer will exercise general supervision of the loading of the baggage, under the orders of the embarkation authority, *who will arrange for the posting of sentries to warn troops to*

keep clear of the hatchways, and of the areas over which the winches and cranes are working

Baggage for intermediate ports will be stowed separately, that for the furthest port of call being shipped first.

Sea kit bags which the troops require on their troop decks, and also rifles, will be handled by the troops.

The light baggage of invalids, and of the families of British soldiers, will be handled by hired labour engaged by the embarkation authority.

Indian troops.—Subject to the following exception the above instructions apply:—

When there is a large number of troops, two fatigue parties, each working under an officer, or Indian officer, will be detailed as "shore" and "baggage room" parties to assist in loading and stowing the baggage

689. Unaccompanied baggage.—Applications for the shipment of unaccompanied baggage, whether entitled or non-entitled are to be forwarded to the Q M G in India, who will decide whether the baggage is entitled to conveyance at the public expense and arrange for its shipment by transport. If ent[illegible]

[illegible]

In the case of non-entitled, unaccompanied baggage the embarkation authority is responsible for obtaining before shipment, a certificate from the applicant indemnifying the public against any claim for possible loss or damage.

The embarkation authority is responsible that freight form "T" compiled as directed in K. R., para 1162, is forwarded to A. H. Q and to the destination of the baggage.

690. Privately owned motor cars.—The following instructions are for the guidance of applicants for the conveyance of private motor cars by Hired Transports to Great Britain as "Indulgence":—

(a) Applications (in duplicate) to be submitted to the Q. M. G. in India.

(b) Available accommodation in Transports for motor cars is strictly limited. It is essential therefore that applications for such accommodation should be submitted well in advance of the desired date of shipment.

(c) Applications must contain full information as to the size of the car in crate, and its weight. Without this information no application will be considered.

(d) Private motor cars, if accepted, will be shipped at owner's risk.

(e) Dock dues* and any other incidental shipping charges must be met by the owner.

(*f*) The applicant will be required to certify that the car is his own private property and to give any special reasons in support of his application to have it conveyed to the United Kingdom in a hired transport. The applicant will also be required to certify that the petrol tanks, oil tanks, etc., are empty and that the car is free of petrol gas.

(*g*) The following scale of charges will be collected before actual shipment to cover the cost of loading at the port of despatch and unloading at the port of destination:—

£3 for cars weighing packed one ton or less.

£5 for cars weighing packed more than one ton.

The amounts collected will be credited to public funds, and a note made on the shipping return to that effect.

691. **Damage to or loss of baggage.**—Government accepts no liability for damage to or loss of private baggage, whether accompanied or unaccompanied, the responsibility for the insurance of such baggage against damage or loss rests solely with the owners.

Duties on board ship.

692. **General instructions.**—The instructions contained in King's Regulations, paras. 1168 to 1202 both inclusive, are applicable to India. The attention of Os. C. Troops is directed particularly to King's Regulations which governs the appointment on board ship of officers for duty.

693. When an infectious disease notifiable in India, information

ported by wire to the Q. M. G. in India, the D. D. M. S. of the command, the A. D. M. S. District in which port of disembarkation is situated, and to the Port Trust authorities by the Embarkation Commandant Nominal rolls of contacts to be segregated will be prepared in duplicate during the voyage showing the last date of contact against each name. These rolls will be handed over to the D. A. D. M. S. (E) at the port of disembarkation, who will forward one copy to the M. O. i-c Segregation Camp.

A. Ds. M S. Districts to which troops are proceeding will be informed by wire by the D. A. D M. S. (E), of the occurrence of the infectious disease.

Where small pox occurs, the rolls should state in the case of each person the last date of vaccination within five years, whether it was successful, and if not, the last date on which a successful vaccination result was obtained. If vaccination is refused, the fact should be noted.

A report on the outbreak of the disease in duplicate should be given to the D. A. D. M. S. (E), one copy of which will be forwarded to the D. M. S. in India.

694. On the arrival of vessels containing cases of infectious disease at the port of disembarkation it is the duty of the A. D. M. S. of the District to issue the necessary instructions to the D. A. D. M. S. (E) for the disposal of the military personnel, reporting to the D. D. M. S. Command what orders he has issued. In these circumstances the disembarkation staff will carry out such recommendations as are detailed by the A. D. M. S., notwithstanding any general instructions for the disposal of troops which may be in existence.

Messing and canteens.

695. **General instructions British troops.**—The instructions contained in K. R. paras 1205 to 1213 are applicable in the case of British troops embarking in India, except as indicated in the following paras.

696. **Cooks in Indian waters.**—When British troops proceeding by sea from port to port within Indian limits are not victualled by the ship, cooks will be ordinarily provided under regimental arrangements. If necessary, however, cooks will be provided by the I. A. S. C. on payment, and on receipt of ten days' notice unless the troops are proceeding on active service or are victualled by the ship.

The number of cooks allowed will in no case exceed one head cook per ship and one cook per 100 men or less. Regimental cooks may be granted free return conveyance to the original port of embarkation and rations on the return voyage. Cooks provided by the I. A. S. C. are entitled to free return conveyance and free rations on the outward and homeward voyages.

The employment of cooks on the same scale by Indian Army Service Corps at the port is sanctioned for the preparation of meals for troops embarking and disembarking.

697. **Cooks for British troops proceeding beyond Indian limits.**—When British Troops proceeding beyond Indian limits are not victualled by the ship, the I. A. S. C. will provide cooks under the conditions prescribed in the previous paragraph. If the troops embark at Aden where cooks are not procurable, soldier cooks will be appointed who will receive six pies per day per man for whom rations are cooked.

Intermediate ports.

698. **General instructions.**—The instructions contained in K. R. paras 1214 to 1219, both inclusive, are applicable to India.

699. **Canteens.**—The Army Canteen Board (India) will have the sole right of supply to British troops for parties of 20 or over, whilst embarked on [illegible] articles and [illegible] institutes. [illegible] but officers, may deal in accordance with His Majesty's Transport Service regulations. This instruction will only apply where the Army Canteen Board (India) have a canteen in operation. Where

no such canteen is operating permission may be given by the Embarkation authorities for other arrangements to be made.

Disembarkations.

700. General instructions.—The instructions contained in King's Regulations, paras. 1220 to 1222 inclusive, 1224 to 1231 inclusive, 1233, 1236 and 1237, regarding disembarkation, are applicable to India except as indicated in the following paras.

701. Landing of baggage.—The landing of baggage will be arranged for by the representative of the P. N. T. O. in consultation with the embarkation authority. The representative of the P. N. T. O. is responsible that the necessary labour is available for working the winches and cranes; and for the provision of stevedorage in the baggage rooms for slinging the baggage, under the supervision of a ship's officer. The embarkation authority will arrange for hired labour to clear the slings, and move the baggage to places adjacent the quay convenient for loading on rail, or road transport. The Baggage Officer will exercise general supervision of the landing of the baggage under the orders of the embarkation authority, who will arrange for the posting of sentries to warn troops to keep clear of the hatchways, and of the areas over which the winches and cranes are working.

If weather permits, the "present use" and "light baggage" of 1st, 2nd and 3rd class passengers will be stacked on deck in readiness to be landed at once Sea kit bags with the troops, heavy kit bags which will be issued before arrival in port, and also rifles will be handled by the troops.

The light baggage of invalids, and of the families of British soldiers, will be handled by hired labour engaged by the embarkation authority.

Indian troops.—Subject to the following exception the above instructions apply:—

When there is a large number of troops, two fatigue parties, each under an officer, will be detailed as "baggage room" and "shore" parties to assist in landing the baggage.

702. Settling claims for losses, etc.—The list of charges debitable to the troops on account of damages and losses referred to in K. R. para 1226, will be forwarded by the embarkation authority to the C. M. A. concerned, who will be responsible for making the necessary adjustments.

703. Report of arrival to A. H. Q.—The arrival at any port within Indian limits of a hired Transport or Freight ship, or of any vessel moving within Indian limits with formed bodies of troops on board, will be reported by the D. M. T O. to Army Headquarters (Q. M. G.) by telegram.

704. Medical inspection.—The report of the medical inspection referred to in K. R. para. 1229 together with the returns of sick on board, will be forwarded to A. H. Q in the case of vessels arriving at ports within Indian limits.

This, however, is not applicable in the case of coastal traffic in mall numbers.

705. Posting orders.—Posting orders for individual officers and others arriving in India are issued by A. H. Q. to the embarkation authority. The embarkation authority is responsible for their communication to the individuals concerned on the arrival of the vessel.

706. Issue of warrants and travelling allowance.—The embarkation authority or officer commanding overseas rest camp, as the case may be, is responsible for the issue of railway warrant or travelling allowance to individuals entitled, under the rules in Passage Regulations, India, to conveyance at the public expense from the port of disembarkation to their final destination in India.

Mounted troops and animals.

706-A. General instructions.—The instructions contained in K. R. paras 1238 to 1254, both inclusive, regarding the procedure to be adopted when mounted troops and animals are conveyed by sea, are applicable to India.

706-B. Veterinary precautions with regard to the importation of military animals.—All military animals, including registered chargers of officers, for importation into India will be inspected prior to embarkation by a veterinary officer or veterinary assistant-surgeon where no veterinary officer is available and subjected to the mallein test. A certificate to the effect that they have been so inspected, tested and found free from all symptoms of disease will accompany the animals and be handed over, if required, to the Government Veterinary Officer at the port of disembarkation. On the disembarkation at ports within Indian limits, military animals will be inspected by a military veterinary officer, or veterinary assistant surgeon, and must be passed as clinically free from infectious disease before being despatched to their station.

The embarkation authority is responsible for giving sufficient notice of the arrival of animals to the veterinary authorities and for this purpose will communicate direct with the D. A. D. V. S. of the district in whose veterinary administrative area the port may be. The D. A. D. V. S. will arrange for this inspection to be carried out.

Private horses, other than registered chargers, are liable to inspection, etc., in accordance with the rules prescribed by the Local Government. Such horses may not be landed in the Bombay Presidency except at the port of Bombay. Further more, the importation of military animals also is subject to such rules, unless the veterinary certificate accompanying them is signed by an officer of the R. A. V. C. No. 66176 (Q.M.-92).

CHAPTER XII.—DRESS, CLOTHING, EQUIPMENT, MEDALS, DECORATIONS AND REWARDS.

1. DRESS, CLOTHING AND EQUIPMENT.

707. General instructions.—Orders for dress and equipment for officers and soldiers of the British service are prescribed in the K. R.; orders for dress for the Indian Army will conform, due regard being paid to the special patterns of clothing or equipment authorized in A.R.I., Vols. VII and XI.

708. Uniform and plain clothes.—Officers, w.os., n.c.os. and men are always to be in possession of their uniform, which will be worn on duty. Plain clothes may, however, be worn on such occasions as may be sanctioned by superior authority. No officer, or other rank, is required to wear uniform when calling at the India Office, London

709. Dress at civil courts.—Officers and soldiers attending a civil court on duty will wear uniform with swords and side arms.

710. The kirpan.—In units in which Sikhs are authorised to wear the kirpan, it will be worn on all ceremonial occasions; on other occasions the kirpan will be worn at the discretion of officers commanding units. Uniformity within the unit will be maintained as regards the method of wearing the kirpan both in uniform and in plain clothes.

waist belt, and when in plain clothes according to the method decided regimentally.

When not being worn kirpans will be lodged in the armoury of the units concerned.

d nine inches
The pattern
of the officer
commanding the unit concerned, but uniformity in the unit will be maintained. The unit commander will make all necessary arrangements for the supply of kirpans. The cost involved will not be borne by the State.

2. MEDALS, DECORATIONS AND REWARDS.

711. General instructions.—Instructions regarding the wearing of ribbons and medals are contained in the K. R., and in A.R.I., Vol VII. Medals and decorations should, whenever possible, be presented to the recipient on parade with befitting ceremony.

712. Grant and issue of medals.—The Army Instruction (India) or other order notifying the award of a medal for active operations will include instructions as to the conditions which qualify

for the award of the medal, the persons who are eligible for the medal and the manner in which nominal rolls are to be submitted

713. Permission to wear medal ribbons.—When the grant of a medal has been notified and the medal rolls submitted to the G of I., district commanders may authorise all ranks whose names are entered in the rolls to wear the ribbon, which may be obtained free on requisition from the Chief Ordnance Officer, Shahjahanpur, no demands should be made until it has been notified that ribbon is ready for issue. 41977 (Q.M.G. 10-A.)

714. Medals for saving life.—No medal or clasp awarded for life saving may be worn without the permission of the War Office

715. Medals of discharged men.—Gold and Silver medals of discharged men will be sent to them by unit commanders by registered and insured post, and bronze medals by registered post. A.D. Regr. No. 2242-Medals.

716. Replacement of m
for the replacement of lost n
to the G. of I in the Army
the department concerned
ing the loss will be taken by
mander and proceedings co
will record his opinion as to whether the loss occurred:—

(i) when the soldier was on duty and from causes entirely beyond his control, (ii) by accident, (iii) wilfully.

In cases under (iii) the man will be dealt with under Sec. 24 of the A.A. and Sec. 35 of the I.A.A. If convicted the man must serve 3 years clear of a regimental entry before he can be recommended for a new medal, which may then be obtained for him on payment If sentenced to imprisonment or detention the 3 years will be reckoned from the termination of the punishment.

When a person who has ceased to serve in the army loses a medal, the circumstances of the loss will be investigated by the officer under whom he is employed, if he is still in the government service, other-

circumstances attending the loss of a medal by a person who has not served in the army will be investigated by the nearest civil officer, who will forward the application with an accurate description of the medal (and clasps) to the Secretary to the G. of I. in the Army Dept.

Applications under (i) and (ii) will be submitted on A.F.B-177 with the original record of evidence, to the Secretary to the G. of I. in the Army Dept. In cases where there is no evidence as to loss except

such as may be furnished by the soldier himself the unit commander will take the man's character into consideration in recording his opinion.

As it is necessary to safeguard medals falling into unauthorized hands, it is seldom that medals can be replaced at government expense. Such replacement can only be justified when the loss is entirely due to unavoidable circumstances. Loss by theft, or on account of loss of baggage while travelling will not justify replacement at the expense of the State

If it be decided that the cost of replacement shall be borne by the individual the unit commander will forward the application direct to the *Secretary to the G. of I, in the Army Dept.* Care will be taken that the rank, number and spelling is exactly the same as on the original medal roll

717. Disposal of unclaimed medals.—Forfeited and unclaimed medals will after one year be returned direct to the War Office, or the Secretary to the G of I in the Army Dept, according to whether the medal was issued by the War Office or the G. of I

718. Forfeiture of war medals—Any person subject to the I.A.A. who:—

(a) is found guilty by a court-martial of desertion, fraudulent enlistment or disgraceful conduct,

(b) is liable to trial on confession of desertion, or fraudulent enlistment, but whose trial has been dispensed with;

(c) is dismissed from the service, or is expressly discharged on account of misconduct, or on conviction by the civil power for an offence which, if tried by a court-martial, would be cognizable under section 31 of the I A A. or is sentenced by a civil court to a punishment exceeding six months' imprisonment;

(d) is sentenced to transportation, or to forfeit his medals;

shall forfeit all medals and decorations (other than the Victoria Cross, Military Cross, Order of British India and Indian Order of Merit, which are dealt with under special regulations) of which he may be in possession, or to which he may be entitled, together with the annuity or gratuity, if any, thereto appertaining.

719. Victoria Cross.—British and Indian officers and men of all ranks of the Indian Army, the Indian State Forces, or any other

Cross in recognition of an act of most conspicuous bravery or some daring or pre-eminent act of valour or self-sacrifice or extreme devotion to duty in the presence of the enemy

Matrons, sisters, nurses and the staff of the nursing services and other services pertaining to hospitals and nurses and civilians of either sex serving regularly or temporarily under the orders, direction or supervision of any of the above mentioned forces, are also eligible for the award of the Victoria Cross.

If a recipient of the Victoria Cross again performs an act of bravery, such as would have made him or her eligible to receive the Cross, such further act of bravery may be rewarded by a bar to be attached to the riband of the Cross, and for every such additional act of bravery an additional bar may be awarded.

The Victoria Cross and bar or bars may be awarded posthumously.

Recommendations for the award of the Cross or bar will be submitted through the usual channel to H. E the C.-in-C. in India, accompanied by a description of the act of bravery and conclusive proof so far as the circumstances of the case will allow of the act recorded For allowances see P. and A. Regs

720. Award of the D.C.M. to U. L. and R. E. soldiers.—The rules in the K R. and R W. regarding the award of the Distinguished Conduct Medal are applicable to a British soldier on the U L or on the R. E. Indian establishment.

721. The Order of the British Empire.—The regulations governing the award of the Order of the British Empire to British officers and other British ranks are laid down in the K R and R W

Indian officers and Indian w os are eligible for the award of the O.B E, 5th class, under the same conditions as govern the grant of this Order to British ranks The award of the O B E to Indian ranks is not accompanied by any monetary allowance

722. The Military Cross.—The regulations governing the award of the Military Cross to British officers and warrant officers are laid down in the K R and R W

Indian officers and Indian w os are eligible for the award of the Military Cross under the same conditions as govern the award of this decoration to British ranks The allowance attached to the Military Cross when awarded to Indian ranks is laid down in P and A. Regs.

The Military Cross is awarded for service in action only

723. Meritorious Service and Good Conduct Medals.—The rules governing the grant of medals for meritorious service and good conduct for British and Indian troops will be found in Appendix V. The amount of annuities and gratuities are given in P and A Regs.

724. The Edward medal.—The Edward Medal may be awarded to British subjects who endanger their own lives in saving or endeavouring to save the lives of others from perils incurred in connection with industrial employment For every such additional act of gallantry a bar may be awarded.

The medal is of bronze, but when it is awarded for acts of such great and exceptional gallantry as to merit a special degree of recognition, the "Edward Medal in Silver" may be awarded

If any person who is a recipient of the Edward Medal be convicted of any crime or disgraceful conduct, the circumstances will be reported to the Adjutant-General.

725. The Albert Medal.—The Albert Medal may be awarded to British or Indian ranks, or civilians, who, in saving or endeavouring to save the lives of others from perils of the sea, or from perils on land, have endangered their own lives. For every such additional act of gallantry, a bar may be awarded. The medal is of bronze, but if it is awarded for acts of such extreme and heroic daring as to merit a special degree of recognition "the Albert Medal in gold" may be awarded. If any person on whom the Albert Medal has been conferred, be convicted of any crime or disgraceful conduct the circumstances will be reported to the Adjutant-General.

726. Order of British India.—The Order of British India consists of two classes. The first class carries the title of "Sardar Bahadur" and consists of risaldar majors, subadar-majors, risaldars and subadars only, the second class carries the title of "Bahadur" and consists of Indian commissioned officers of all grades. All appointments to, and promotions in, the Order are made by the G. of I. for long, faithful and honourable service. As a rule Indian officers, senior sub-assistant surgeons and senior veterinary assistants on the active list are alone eligible. Vacancies in the establishment are filled as they occur. Unit commanders will submit annually (I.A F. Y-1920) three names for admission to the Order. An Indian officer of other rank including a senior sub-assistant surgeon with the rank of subadar, who is a member of the first class will, on retirement, be granted the honorary rank of Lieutenant. All casualties will be reported to the A.G. A risaldar-major or subadar-major including a senior asst. surgeon with the rank of subadar-major who is a member of the first class wil, on retirement, be granted the honorary rank of Captain. Indian officers of frontier militia corps and military police battalions are eligible for the grant, on retirement, of the honorary rank of $\frac{\text{Captain}}{\text{Lieutenant}}$ under the conditions applying to Indian officers of the regular army.

On promotion in, or removal for misconduct from, the Order, the insignia in possession will be returned to the Secretary to the G. of I. in the Army Dept.

727. Indian Order of Merit.—The Indian Order of Merit consists of a military and civil division, the former having two and the latter three classes. Indian officers and soldiers are eligible for admission to the military division as a reward for conspicuous personal gallantry in the field, and also to the civil division for personal bravery in aid of the public authority and safety. Promotion in the Order is similarly obtained. In submitting recommendations, the act of gallantry, which must be conspicuous as distinguished from ordinary bravery in the performance of duty, shall be specified, and the testimony of eye-witnesses shall be given.

A record of the act of gallantry for which an individual is admitted to or promoted in the Order is kept, and a certificate is issued to him by the G. of I. Recipients of the Indian Order of Merit, both military and civil divisions, are permitted to add the letters "I.O.M." after

their names On promotion in, or removal for misconduct from, the Order, the insignia in possession of the individual will be returned to the G. of I.

728. Dismissal of a member of the O.B.I. and I.O.M.—When a member of the Order of British India or the Indian Order of Merit is dismissed the service, the unit commander will make a full report of the case accompanied by a copy of the charge, finding and sentence, to H. E. the C.-in-C., to enable the G of I to decide whether the decoration and the accompanying allowance shall be forfeited

729. The I.D.S.M.—The Indian Distinguished Service Medal may be awarded to Indian officers and other ranks of the Indian Regular Forces including the reserve of the Indian Army, Border Militia, Levies and Military Police, and Indian State Forces, when employed under the orders of the G of I, who have distinguished themselves in peace or on active service by acts of specially meritorious service, or who have shown personal bravery not amounting to the standard required for the Indian Order of Merit The Royal Warrant instituting this medal is republished in Army Department Notification No. 671 of 1907

Indian non-combatants attached to forces on field service are also eligible for the award of the Indian Distinguished Service Medal

730. Decorations for civilians in the field.—European civilian subordinates when serving in the field and holding relative British rank as officers, warrant officers or non-commissioned officers, are eligible for such British distinctions as the nature of the services brought to notice would deem to merit The Order of the British Empire should be regarded as the normal reward in the case of European civilian subordinates holding relative rank as officers and, in the case of other ranks, the Meritorious Service Medal, without annuity, should be awarded An individual is not however precluded from receiving other forms of military award for gallantry in the field under fire, should such a case arise

731.

732. Honorary ranks.—A step of honorary rank, on or after retirement with the title of honorary risaldar-major, risaldar, subadar-major, and subadar may be bestowed on Indian officers who are recommended by H. E the C.-in-C., as specially deserving of this honour.

In very exceptional cases Indian officers who have served with special distinction, and who have attained the rank of risaldar-major, or subadar major, or have held the appointment of Aide-de-Camp to H. E the Viceroy, or to a Governor or C-in C. or who have been 33818-A. *awarded the V. C. or M. C. may be granted the honorary rank of* (A. G. 9). captain or lieutenant, on retirement, if recommended for this honour.

733. Honorary rank of jemadar.—The following are eligible for the grant of the honorary rank of jemadar, on retirement :—

(i) Dafadars and havildars with 28 years' pensionable service who have served as orderly room clerks in Indian units.

(ii) Deserving dafadars and havildars, other than those referred to in (i), (iii) and (iv), including drum, trumpet, bugle, fife, and farrier-majors, who have rendered not less than 28 years' exceptionally meritorious and pensionable service and have served for 3 years in the rank of dafadar or havildar or in the appointment of drum trumpet, bugle, fife, or farrier-major.

A.-34301 (A. G. 9).

(iii) Dafadars and havildars who have served as English schoolmasters in Indian units with 32 years' pensionable service.

(iv) Havildar-majors of the driver establishment of British pack batteries with 24 years' pensionable service provided they have served for three years in the appointment of havildar-major.

The special pensions attached to this honorary rank are laid down in P. and A. Regs

734. Grants of land.—Nine grants of land or jagirs are distributed annually by H. E. the C.-in-C. A "jagir" may either take the form of a grant of land or an assignment of land revenue. Instructions regarding the submission of recommendations for this reward will be found in I. A. F. Z-2000, and on I.A.F. Y-1920-A.

CHAPTER XIII.—CEREMONIALS.

1. PRECEDENCE.

735. Precedence of units.—The order of precedence of Indian units of the regular army, of units of the Indian Auxiliary Force, and of units of the Indian Territorial Force, among themselves is laid down in the Indian Army List. British units and units of the Indian Auxiliary Force take precedence of Indian units On ceremonial parades Indian cavalry take precedence of field artillery, and Indian artillery and engineers of British infantry, signal units will take precedence immediately after sappers and miners, or after R E details in the case of British ranks parading separately. The Indian Territorial Force will take precedence amongst themselves after regular Indian infantry.

2. STANDARDS OF COLOURS.

736. General instructions.—Colours of Indian infantry will be kept in the quarter guard On parade they will as a rule be carried by the two senior jemadars

The instructions in regard to applications for new standards, guidons and colours and in regard to the disposal of old standards, guidons and colours are laid down in A R I, Volume XI (clothing regulations)

737. Camp and saluting colours.—A description of camp colours is given in the K R Those of Indian units will bear the number of the corps instead of the title

3. HONOURS AND SALUTES.

738. Battle honours.—*A unit which is represented in the field* by less than two squadrons, two-thirds of a battery, one company of sappers and miners, or half a battalion, is ineligible for any honorary distinction for the operations concerned

(a) Guards of honour and escorts.

739. General instructions.—A body guard will always form the immediate escort of the personage for whom it is detailed The instructions in the K R. are, with the following additions, applicable to India:—

(i) A guard of honour of 100 rank and file with a captain in command and two subaltern officers, one carrying the standard of cavalry, or the King's colour of infantry, with a proportion of serjeants and the regimental band will attend on H E. the Viceroy and at State ceremonials.

(ii) A guard of honour as in (i), but with the regimental colour, will attend on—

(a) Governors and Residents, 1st class, when present officially at a State ceremony of the Supreme Government.

(b) A Governor when he first takes up or relinquishes his appointment, when he holds a durbar, and when he is present officially at a public civil ceremony at a military station within the limits of his jurisdiction.

(c) H. E. the C.-in-C. in India on occasions of official visits.

(d) Residents, 1st class, as ordered.

(iii) A guard of honour of 50 rank and file with two officers, band and the regimental colour, will attend—

(a) on Governors when present officially at a military station outside the limits of their own jurisdiction;

(b) on occasions of official visits of a G.O. C.-in-C. within his own command:

(c) when a Resident, 1st class, or the Chief-Commissioner of the Andaman and Nicobar Islands first takes up or relinquishes his appointment, when he holds a durbar, when he is present officially at a public civil ceremony at a military station within the limits of his jurisdiction

(iv) In the absence of special instructions, the O. C. troops will decide whether the guard of honour shall consist of British or Indian troops. In the latter case the captain may be replaced by a subadar and the subalterns by jemadars

740. Guard of honour for Indian chiefs.—Guards of honour, etc., on the following scale will, on requisition by the civil or political authorities, be detailed to attend on Indian chiefs:—

The guard of honour and all guards at the station visited will pay an Indian chief the compliments prescribed for a general officer in uniform.

Chief entitled to	Guns.			Where furnished.	When furnished
	21 19 17	15 13 11	9		
(1) Guard of honour at point of entry (or departure) of residence, at conveuient	100 Indian Infantry with a subadar, 2 jemadars, band and Regtl colour.	50 Indian infantry under an Indian officer.	.	For chiefs with salutes of 21 and 19 guns—at all military stations, for those with salutes of less than 19 guns—at presidency towns, and at any military station where it is usual to detail guards, or escorts or both, to attend on such chiefs	(1) and (2) on arrival and departure on a visit other than private or to attend social gatherings or public amusements, also when attending a state ceremony to which he has been officially invited, (3) and (4) during residence, (3) may be increased for security.
(2) Escort them to or from residence, if available	2 n. c. os. and 12 sowars	1 n. c. o and 8 sowars.	n c o and 3 sowars		
(3) Guard on residence.	2 n. c. os. and 12 sepoys	1 n c o and 6 sepoys.			
(4) Escort when the chief goes out if available	1 n. c o and 3 sowars.		2 sowars.		

(b) Guards and sentries.

741. Guard salutings.—Guards and sentries will pay compliments as prescribed in the K.R., but guards including guards of honour, mounted over the residence of H. E. the C.-in-C., or a G.O. C.-in-C. within his own command, will pay no compliments to persons of lesser degree. When such guards are visited by officers on duty they will turn out to them with sloped arms.

742. Compliments to political officers.—The Chief Commissioners of the Andaman and Nicobar Islands, the Commissioner in Sind, and officers of the Political Department who rank in the table of precedence above colonels are, within limits of their jurisdiction, entitled to receive from guards and sentries the compliments prescribed for a general officer in uniform. Other officers of the Political Department will, under similar circumstances, be paid the compliments due to a field officer.

743. Guards for governors and chief commissioners.—A guard of fifteen Indian infantry and twelve Indian cavalry men as orderlies, will be furnished to a governor or chief commissioner. When cavalry have to be sent from a distance, a detachment of twenty-eight rank and file under an Indian officer may be sent and relieved periodically No military escort will accompany these officials when touring, except in the case of the Chief Commissioner in Baluchist n and the N W F Province who are entitled to an escort of 1 section pack artillery, 2 troops Indian cavalry and one company Indian Infantry. They will, however, be furnished on application with such military guards of honour as may be required for special ceremonial purposes at places visited by them in the course of their official tours The strength of these guards will be as prescribed in para 739. Whenever considered necessary a detachment of Indian cavalry will also be furnished as an escort at a strength not exceeding two troops.

(c) Flags and flag stations.

744. The Royal Standard.—The Royal Standard, being the personal flag of the Sovereign, will only be hoisted when the Sovereign is actually present, or when any member of the Royal Family is present representing the Sovereign. It will be hoisted for H M. the Queen in the same manner as prescribed for the Sovereign.

745 H E the Viceroy's flag—The flag of H. E. the Viceroy is the Union Jack, having in its centre the Star of India surmounted by the Imperial crown.

2233 (M. G. I-A.) **746. Flag stations.**—The Union Jack will be flown daily at the headquarters of the Army, Commands, Districts and Brigades, the [illegible]
Dehr [illegible]
Kirk [illegible]
pore, [illegible]
Raw[illegible]
kadu [illegible]

746-A. A list of Civil officers who are also entitled to fly flags is given below. They will obtain the flags from the nearest arsenal on submission of a payment demand — 28491(Q. M. G. 10).

o.	Name of official	Flag flown	Size
1	Their Excellencies the Governors of Madras Bombay, Bengal, the United Provinces, the Punjab, Bihar and Orissa, the Central Provinces, Assam and Burma	Union Viceroy	18 × 12′
2	The Chief Commissioner and Agent to the Governor General, North West Frontier Province	Do .	21′ × 10½′ and 6′ × 3′
3	Chief Commissioner in Coorg and Resident in Mysore	Do .	21′ × 10½′ and 6′ × 3′.
4	The Chief Commissioner, Delhi and the Chief Commissioner, Andeman and Nicobar Islands.	Union Jack .	6′ × 3′
5	Provincial Legislative Councils . .	Do .	12′ × 6′
6	Commissioners of Divisions, Deputy Commissioners or Collectors when not exercising political functions.	Do	6′ × 3′
7	Members of the Board of Revenue, Madras .	Do. .	6′ × 3′
8	High Courts, Chief Courts and Judicial Commissioners' Courts	Do. .	12′ × 6′
9	Courts of Districts and Sessions Judges (when the flying of the flag has been authorised by the local Government)	Do .	6′ × 3′
10	All Residents, Agents to the Governor-General, Political Agents, Political officers and such civil officers who perform political duties and are not specified above	Union Viceroy	21′ × 10½′ 12′ × 6′ or 6′ × 3′ as authorised. Officers entitled to fly the large sized flags may demand 6′ × 3′ size for use in high winds.

(d) Salutes.

747. Honours and salutes on parade.—The instructions in the K.R. under this head are applicable to India. The honours and salutes due to the H. E. the Viceroy by troops on parade, will also

be accorded to all heads of administrations in India on occasions when they represent the Sovereign A general salute will be given—

(a) to governors when attending a parade within their own province other than the parade held on His Majesty's birthday, or on Proclamation day ;

(b) to the Chief Commissioner of the North-West Frontier Province, the Residents at Hyderabad and Mysore, the agents to the G. G. in Rajputana, Central India, and Baluchistan, when all the troops on the parade which they attend belong to their administrative area This last condition does not apply on the occasion of parades held on His Majesty's birthday or on Proclamation day.

748. High officials inspecting a camp.—When H. E. the Viceroy, a Governor, H E. the C.-in-C. or a G. O. C.-in-C. passes along the front of a camp to inspect it, troops will fall in in front of the tents, but not under arms.

(e) Artillery salutes.

749. Artillery salutes.—Artillery salutes will be fired at military stations The general rules laid down in the K.R. regarding artillery salutes will be observed in India. The artillery salutes authorised for India are detailed in the Indian Army List.

750. Salutes when fired.—As a rule salutes will not be fired before 8 o'clock in the morning nor after retreat. From the 15th April to 15th October salutes will not be fired in the plains between 08-00 and 17-00 hours unless specially ordered. Salutes will not be fired on Sundays, except to foreign ships of war.

In the event of any person entitled to a salute arriving or departing on a Sunday, or during non-saluting hours on week days, the salute will be fired at the first opportunity within saluting hours.

4. MILITARY FUNERALS AND CEMETERIES.

751. British personnel of the R. I. Marine.—Military funerals will be accorded in India to British officers and other ranks of the Royal Indian Marine who at the time of death were on the active list, and were not serving with the Royal Navy.

752. Officers of an allied power.—A naval or military officer of an allied power will be accorded a military funeral, if so desired.

753. Funerals of civilians.—When the funeral of an important civil person takes place, the troops in the station will line the road to the cemetery, and officers on duty will attend. Minute guns will be fired as laid down in the K R.

754. Gun-carriages.—A gun-carriage may, at the discretion of the station commander, be supplied when no suitable conveyance for the coffin of a deceased officer is procurable.

755. Burial of Roman Catholics.—At stations where a R. C. priest draws an allowance from the State he will read the burial [illegible] vice over every deceased R. C. soldier, unless excused from [illegible]

by the canons of the R. C. Church Where there is no R. C. priest paid by the State, the Protestant chaplain will, if requested, bury the deceased with the rites of the Church of England, unless he died unbaptized (even by lay baptism), ex-communicated by the major ex-communication, or is declared to be *felo de se*, but no Protestant chaplain can be called upon to bury a R. C. to whom his own church has refused burial

When a R. C. priest, or a government chaplain refuses to bury a deceased R. C. soldier, the burial service of the Church of England will be read over the body by an officer of the unit to which the deceased belonged, and the circumstances will be fully reported to the G. of I.

[illegible]

[illegible] for this purpose.

CHAPTER XIV.—OFFICE WORK AND CORRESPONDENCE, POSTAL AND TELEGRAPH, ORDERS, DOCUMENTS, REPORTS AND RETURNS, BOOKS, FORMS, STATIONERY, RECORDS.

1. OFFICE WORK AND CORRESPONDENCE.

758. General rules.—The general rules for the conduct of official correspondence contained in the K.R. are applicable to India.

Letters conveying the orders of the G. of I. are addressed to the head of the branch at A.H Q concerned, copies being endorsed if necessary, to the Financial Adviser, Military Finance, for communication to the M A G and to Cs M A . the branch of the staff concerned will convey such orders to the headquarters of subordinate formations. Similarly, correspondence from formations directly subordinate to A.H.Q. will be addressed to the head of the branch at A.H.Q. concerned who will dispose of the matter under the orders of H.E. the C.-in-C or will refer the case for the decision of the G. of I

759. Official channel.—The authorized channel of official correspondence from a regimental officer is through the adjutant, and from the unit commander through the station, brigade and district commander , purely departmental matters will be sent direct to the departmental officer concerned The O C. a detachment will forward all correspondence through the unit commander unless it refers to matters of purely local concern, in which case copies will be furnished to the unit commander.

760. Disposal of correspondence.—In order to exped te the receipt and disposal of correspondence, letters, etc., affecting more than one headquarters in the chain of command will be dealt with by the issuing authority as follows .—

(*a*) Orders will be addressed to the senior formation in the chain of command, copies being sent direct to lower formations when such orders are applicable to them. It will be unnecessary for senior formations to reiterate such orders and instructions unless local circumstances demand some amplification of them.

(*b*) Important matters requiring the opinion of junior formations will similarly be addressed to the senior formation in the chain of command, copies being endorsed to junior formations. On receipt of these, the latter will submit their opinions to the next senior formation without waiting for further instructions.

(*c*) In order that there may be no doubt as to whether letters such as those referred to in the preceding paragraphs require action by formations junior to the addressees, the endorsement at the end of the letter will specify whether the copies are for information or for action.

(d) Normally the addressee alone will reply to the issuing authority and each headquarters in the chain of command will consolidate the reports received from the formation or unit next below it [illegible]

to the issuing authority This procedure is designed to expedite the disposal of business but care will be taken that it is only taken advantage of in cases of purely routine nature.

761. Return of correspondence.—Transmitting authorities will not request the return of ordinary correspondence unless the original document is needed for some special reason If a copy will serve the purpose, it will be prepared beforehand by the authority requiring it

762. Important correspondence.—Correspondence on matters of primary importance which affect more than one command, involve a principle, or necessitate an alteration of regulations are to be submitted to A H Q for the decision of H E the C.-in-C

763. Correspondence with high officials.—In no circumstances will officers address the Governor General, a Governor, H E the C.-in-C. or any G O C.-in-C. except through the authorised channel; officers are forbidden to visit higher commands on regimental or personal matters unless previous sanction in writing has been obtained from their immediate superior.

764. Furlough, pension and gratuity questions.—Statements of service for furlough or pension will be obtained direct from the audit officer concerned References relating to pension and gratuity [illegible] l injury pensions to [illegible] artmental warrant [illegible] will be addressed [illegible]

Heads of departments and of branches of A H Q will refer direct to Cs M.A. on all audit matters

The D Cs. M.A. (Audit) and D A Cs M.A. will reply direct "for [illegible]

765. Departmental correspondence.—Correspondence between heads of administrative services and departments at A.H Q., commands H.Q , and local heads of departments in districts, brigades and stations will be confined to purely technical or departmental matters.

A staff officer alone is authorized to transmit the opinion or instructions of his commander to higher or lower combatant formations or units.

766. Army List and estates.—Correspondence connected with the Indian Army List or the estates of deceased officers and w. os. will be addressed to the Secretary, G. of I., in the Army Dept. direct.

767. Correspondence with civil authorities.—The following procedure will be adhered to when addressing provincial governments and administrations :—

By commands.—G. Os. C.-in-C., colonels on the staff or depy. adjutant and quartermasters general will address—

(a) Secretaries to provincial governments,

(b) Secretaries to 1st class residents and secretaries to agents to the Governor-General

(c) other political officers

direct.

By districts.—G. Os. C. alone will address the officials mentioned in (a), (b) and (c).

Whenever any matter affecting the civil administration is under consideration by the G.O.C.-in-C. of a Command, or the G.O.C., Burma District, which is likely to involve a reference to Army Headquarters the G.O.C.-in-C. of the Command or the G.O.C., Burma District will, in the first instance, obtain from the local government or administration such views or information as they may have on the matter, so that Army Headquarters may, from the first, be in possession of the views of both the civil and the military authorities on the subject.

768. Correspondence with Indian states.—All correspondence with Indian states will be conducted through the political officers concerned.

769. Correspondence with business firms.—An officer will not correspond in his official capacity with a private company, inventor or manufacturer in the U.K. Should an officer require information from such individuals he will apply through the usual channel and his application will be forwarded to [illegible] in India may, however, corresp[illegible] India Stores Dept. or the High [illegible] of detail connected with the supply of stores, correspondence being limited to giving or asking for information regarding such entries in indents as do not require a reference to the G. of I. or the Secretary of State.

770. Block capitals, figures, and erasures.—Names of individuals and places will be entered in block capitals. Figures will also be expressed in words. When the use of vernacular terms is necessary, the English equivalent will be given. Erasures and corrections will be initialled by the officer signing the letter. In the case of return, if erasures are made, the initials of the officers signing it are required on the final total only.

2. POSTAL AND TELEGRAPHIC INSTRUCTIONS.

771. Soldiers' letters.—The rules relating to the transmission of soldiers' letters and the sale of British postal orders will be found in the Indian Postal Guide, and those relating to post offices in the field, in the Postal Manual, War.

772. Letters of Indian ranks on service.—The private correspondence of Indian officers, warrant officers, soldiers and public followers of the I.A. on foreign and colonial service, and when serving at Aden, will be prepaid and the cost will be recovered monthly.

773. Postal concessions.—Free postage to India, the U.K., and its dependencies, is an integral part of full field service concessions when the latter are declared admissible for operations overseas or on the frontier of India.

In any case in which the postal concessions would fall on other than Indian revenues it will be subject to the consent of the postal administration concerned.

774. Service labels.—Service labels and postcards will be obtained as required on indent (I. A. F. Z-2094) from the nearest treasury officer, and a detailed account of their expenditure will be kept in I.A.F. Z-2006 which will be balanced and countersigned monthly. Such labels and postcards will only be used for official correspondence; this includes letters sent by government officers in their official capacity in reply to communications received from private individuals or associations. **I. A. F. Z 2007.**

774-A. Registration of covers.—Inland official correspondence will be prepaid by service labels, the covers being superscribed "O. H. M. S." and franked by the despatcing office. Overland official correspondence except to the War Office, India Office or Chelsea Hospital will be similarly dealt with. Covers will not be registered unless they contain medals or important correspondence. **A-30640 (A. G. 11**

775. Framing of messages and telegrams.—The instructions regarding the writing of messages contained in F. S. Regs. will be adhered to except in as far as necessitated by the difference in the forms used. When a telegram is despatched from a telegraph office which is not situated near the sender's station, the place and, if necessary, the date of despatch will be entered after the sender's name or designation. The number of the message or the combination of letters and numbers given at the beginning of the text shall not exceed six figures or six letters and figures.

776. Telegrams.—Telegrams are not to be sent unless the saving of time thereby effected is of importance to the public service. Express telegrams are only to be used in very urgent cases. A list of abbreviated telegraphic addresses will be found in the "Book of Public and State abbreviated addresses" published by the Indian Telegraph Department and in the Indian Army List. In urgent cases, or from places where there is no government telegraph office, state telegrams may be despatched from railway offices. State telegrams will in no circumstances be used for personal matters.

Private telegrams in connection with official matters are forbidden except on occasions of real urgency and if so used, replies, if required, shall always be prepaid

The right to send a reply as a state telegram is established by the production of the original state telegram.

Officers to whom authority has been delegated to despatch "clear the line" and "priority" telegrams within Indian limits are specified in Appendix IV Foreign state telegrams (except to Ceylon) will only be sent by the officers authorized to do so by the G. of I. in the telegraph guide. The designation of these officers is given in the Postal and Telegraph Guide.

777. Wireless instructions.—The following instructions are issued to insure the safety of official messages which it may from time to time be necessary to send by civil wireless stations:—

(i) Except when taken over by the military authorities at times of emergency, civil wireless stations form part of the civil telegraph system of the country and re-transmit all messages exactly as received whether by wireless or land line. They neither encipher nor decipher such messages.

circumstances, without reference to the originator. It must be clearly understood, that all telegrams not so franked are liable to be transmitted either by radio or by land line, entirely in accordance with the directions of the telegraph authorities.

(iii) Except where no separate telegraph office exists, civil wireless stations neither accept nor deliver telegrams to and from the public, and official telegrams will not be handed in to such wireless stations except in cases of emergency, when the emergency will be certified by a responsible officer.

3. ORDERS AND DOCUMENTS.

778. General.—Rules regarding the issue and promulgation of orders are contained in the K. R. An order may be cancelled by the authority who issued it, but no portion of an order may be erased from an order book without the sanction of superior authority.

779. Issue of orders.—Orders and instructions to subordinate formations and to fighting troops in connection with the administrative services and departments will be issued only by the branch of the staff concerned

780. Preparation of orders.—Orders, other than those issued at manœuvres or in the field, will be arranged in two classes, *viz.*:—

General staff orders.

Orders relating to administration.

(i) The orders comprised under each class will be divided into numbered paragraphs, each dealing with a separate subject, but the

numbering for both classes combined will be consecutive throughout the year.

Each order will be prepared by the staff officer or head of service or department concerned, and, in the latter case, will be passed to the branch concerned for issue.

(ii) Orders will usually be embodied under one heading containing the number of the order, the command or force to which the order refers and the date and place of issue, *e.g.*
Peshawar District Order No 28.

Peshawar.
25th August 1922.

General staff orders will be signed by the senior general staff officer or, in his absence by the next senior or if there is no next senior, by a staff officer not belonging to the general staff who for the time being the G.O.C. may empower to sign general staff orders. Orders relating to administration will be signed by the senior staff officer belonging either to the adjutant-general's or quartermaster-general's branch

A staff officer signing orders will add to his signature his rank and if he is the senior staff officer of a branch issuing the order, the title of his appointment.

A junior staff officer signing an order will sign "for" the senior staff officer of his branch.

Thus —

____________________Colonel on the Staff, General Staff.

____________________Major,
for Colonel on the Staff, General Staff

____________________Lieut -Colonel
A A. & Q M.G., Peshawar District.

____________________Captain,
for A.A. & Q.M.G, Peshawar District.

781. Date orders have effect.—Orders of the G of I. take effect from the date they bear unless otherwise specified. Royal Warrants and War Office orders, where they affect existing Indian rules and regulations, will not be acted upon until their application to India has been sanctioned by the G of I. when, if no speci l date is assigned, they will take effect from the date they bear, provided the republication in India takes place within six months of that date; otherwise from the actual date of republication in India. All expenditure involved will be dealt with accordingly.

782. Secret documents.—Secret and confidential books, pamphlets, documents and maps are issued direct to commands and Burma independent district for distribution to lower formations within the command or district, and to other military officers and officials not under their command. These officers and officials will be held per-

sonally responsible for the safe custody of all secret documents and maps issued to them, whether they retain such documents themselves or entrust them to other persons.

District and brigade commanders and other military officers who receive secret documents and maps from command headquarters will forward to the issuing authority, on the 1st December annually, a list of such documents which are marked "to appear in annual returns" made out on A. F. A-24, with the certificate thereon duly completed. Command headquarters will forward to the original issuing authority on the 1st January annually a certificate in memorandum form to the effect that they are satisfied that all such documents issued to those under their command are in their possession and in safe custody.

an officer in charge of secret or confidential documents is relieved of his appointment, such documents will be formally handed over to his successor, handing over and taking over receipts being exchanged. Any deficiency is at once to be reported to the issuing authority together with the explanation of the officer responsible for the missing documents

A. D. case 26793. All correspondence of a secret or confidential nature, and all correspondence referring to secret or confidential documents or maps or correspondence in which it is necessary to disclose either (a) the title of the documents or map (as distinguished from its official number and date) or (b) the fact that it is 'secret' or 'confidential' or (c) the nature of its contents, will be marked 'Secret' or 'Confidential' in the case of letters, or sent in cipher in the case of telegrams.

When sent through the post, letters or packets containing secret documents or maps must in all cases be registered with acknowledgment due, *vide* clause 114, Postal and Telegraph Guide, and an official acknowledgment will invariably be requested Those of a confidential nature will, if the sender considers such a course necessary, be registered and an official acknowledgment requested.

Secret and confidential documents shall be enclosed in double covers, the outer of which will be cloth lined, and special attention will be paid in all despatching offices that such covers are securely fastened and sealed.

The formal receipt or official acknowledgment of the receipt of every secret or confidential document or map will be rendered to the sender by return of post or as soon after receipt as possible. This does not absolve the sender from responsibility for instituting enquiries, if necessary by telegraph, if the postal receipt or official acknowledgment is not received within a reasonable period.

A.-38635 (A. G. 11). The inner covers containing correspondence of a secret or confidential nature addressed to civil officials will be marked "Secre

(or Confidential) and Personal" and the designation of the addressee will be followed by the words "or the senior officer present"

783. Preparation of secret documents.—No secret documents on any of the following subjects will be prepared without the sanction of the authority mentioned below, who will keep a register of documents prepared under his orders:—

Intelligence, mobilization and plans of offence and defence	C.G S
Defences, class 1 and minefields	C G.S as regards policy, Q M G. as regards buildings
Fire charts	C G S
Ordnance works, factories and inspection section under M G S	M G S
Arsenals and depots	Q M G.

The term 'secret document' means a documents classified as "secret" by the authorities abovementioned, and duplicates thereof.

784. Publishing official documents.—Publishing official documents or communicating their contents verbally or in writing or using them for any private purpose without authority, will be treated as a breach of trust.

785. Reference to operations.—When military operations are contemplated or in actual progress, it is forbidden to make public information with reference to any matter connected with the operations The contents of documents are only to be communcated to those whom it is necessary to inform in the interests of the public service Orders for mobilization, the despatch of reinforcements, transport, supplies, etc, will be treated as secret [see the Indian Official Secrets Act No XV of 1889 as amended by the Indian Secrets (Amendment) Act of 1904].

786. Destruction of documents, books and records, etc.—The instructions contained in the K. R., regarding the destruction of official documents and books in staff and regimental offices are applicable to India Attention is invited to the publications mentioned in para 800 Departmental records will be destroyed under the orders of the head of department concerned but contract deeds (and correspondence connected therewith) will be retained for ten years after the period of their currency has expired.

4. REPORTS AND RETURNS.

787. Returns.—I A F Z-2000 contains a list of reports and returns submitted by the Army in India and the channels to be followed; the regimental section gives those submitted by units, and the staff section those by staffs services and departments The reports and returns submitted only by one service or department are given in appendices to the books of regulations of each service or department.

Attention is directed to the instructions on the forms themselves. Blank returns will not be rendered. No return is to be introduced without the personal sanction of the head of the branch at A.H.Q. concerned.

For reports rendered on field service see F.S. Regs.

788. Important occurrences.—A telegraphic report will be made by the commander on the spot as directed in I.A.F. Z-2000.

(*a*) *On the occurrence of any serious breach of the shooting rules,* or any act by a member (officer or soldier) of a shooting party resulting in injury to person or property.

[illegible]

accidentally or otherwise.

(*e*) On the discovery of the loss of public money amounting to Rs. 1,000 or over, or public property to the value of Rs 1,000 or over, whether the loss was due to neglect or any other cause.

No reports are required of—

(i) Disputes resulting merely in altercation.

[illegible] duty.

[illegible] than those

[illegible] will be submitted by letter to Commands and Districts, etc., copies being

2564 (M. S. 1). forwarded to the M.S., A H Q., in the case of changes, temporary or permanent, in the command of brigades and higher formations, and also in the case of staff appointments

790. Deaths.—For reports regarding the deaths of officers and other ranks (British and Indian) including British reservists, the U.L. and I M.D —see I.A.F. Z-2000.

791. Abnormal desertions and deaths.—When an unusual number of deaths or desertions occur a special report is to be submitted with the monthly return. The report will state the causes and precautionary measures adopted to check the disease or deal with the desertions.

792. Register of births, deaths, and marriages.—Register of births, deaths and marriages (A.B. 112—114) will be maintained *as directed in the K.R., on behalf of all British service officers* and soldiers and their families serving in India. Half-yearly extracts therefrom will be furnished to the Registrar General as laid down in I.A.F. Z-2000. In cases of individuals for whom local registers are not available, the officer under whom the individual is serving will notify on A.F.A.—42-A, A—43-A or A—44-A, each birth, marriage or death, as it occurs, to the officer who maintains the registers in which

such occurrences are to be recorded. Particulars affecting officers of the Indian Army, I.M.S., continuous service officers of the R. A. and R.E., departmental officers, departmental w.os. and their families, are not to be entered in these registers Such occurrences amongst non-departmental warrant officers and n c.os. on the U.L. will be reported in accordance with I. A. F Z-2000.

793. Loss of arms and equipment.—Immediate reports of all cases of theft or loss of arms or ammunition as detailed below will be made as directed in I.A.F. Z-2000—

(a) Complete arms, including bored out muskets, carbines and fusils issued for sporting purposes, but excluding bayonets, swords, etc

(b) Barrels

(c) Bolts, L.M. or L.E

(d) Machine gun locks Lewis machine gun bolts and bodies, and Hotchkiss machine gun blocks, breech.

(e) Explosives.

(f) Gun and trench mortar ammunition and bombs

(g) Small arm ammunition, including 22-in. ammunition and buckshot cartridges, in cases where more than five rounds re involved

(h) Blank small arm ammunition, in cases where more than five hundred rounds are involved

(i) Fired cartridge cases whether ball or blank, in cases, where more than five hundred fired cases are involved. For numbers which may be written-off, see Equipment Regulations, Part I, India, 1922

(j) Grenades, hand or rifle.

A copy of the proceedings of the court of enquiry will be forwarded to the district commander 62150 (Q. M. G. 5).

793-A. With the exception of the clerical establishment of Army and Royal Air Force Headquarters, India, all Indian personnel in Superior Service, whether soldiers or civilians, employed in offices, corps units or other formations of the Army and R. A. F. in clerical (including draughtsmen), storekeeping, victualling, or similar capa- [illegible]

[illegible]

families are possessed, for communication to the local Government.

5. BOOKS, FORMS, STATIONERY.

794. General.—Attention is invited to the instructions in the K.R. under the headings "Army books, etc." "Instructions regarding army orders, standing orders and regimental orders and books, etc."

795. Military books and publications.—(a) In accordance with the authorized distribution list, non-confidential books and

pamphlets are despatched by the Manager of Central Publication Branch, India, Calcutta, to district commanders and other controlling officers for redistribution to all concerned. Units who require these publications in excess of the scale laid down in the distribution list or for past issues will submit indents through the prescribed channels. These indents will clearly state the reasons for which the publications are required and whether correction slips are to be supplied.

(b) Requisitions for Acts of the Governor-General in Council and other publications of the [illegible] are to be submitted by district command [illegible] G. of I. in the Army Dept. and [illegible] ment of the Government of India. [illegible] obtain these direct from the Legislative Department.

(c) Applications for free issues of books and pamphlets are to be submitted through the prescribed channels as follows:—

(i) War Office publications other than those stocked in the Govt. Press Book Depot, Calcutta, War Office monthly Army List and Air Force List—to the Secretary to the G. of I. in the Army Dept. or the Financial Adviser, Military Finance, for officers subordinate to each.

(ii) Army Instructions (India), Army Department Extracts from the "Gazette of India," the Indian Army List and Supplement—to the Secretary to the Government of India in the Army Department,

(iii) India Army Budget Estimate—to the C M A concerned

A-35992 (A. G. XI). (iv) India [illegible] and [illegible]

(v) Royal [illegible] Orde [illegible] Force in India.

(vi) Other official publications if not stocked by the Manager of Central Publication Branch, India, will be obtained from the branch at A. H Q. dealing with the subject.

(d) Non-official publications, including newspapers and periodicals, required for the public service will be obtained on payment within the budget limits under the authority of H.E. the C.-in-C., heads of branches of A. H. Q., G. Os. C.-in-C., district and brigade commanders and Cs. M. A.

Cs. M. A. are authorized to obtain official publications of civil departments of the G. of I. for their own use and for officers subordinate to them.

796. **Military Forms.**—(a) Army or India army books or forms will be printed or modified only under the authority of the Secretary to the G of I. in the Army Dept. and will only be obtained through the prescribed officer on the authorized indent forms I.A.F. Z-2002, I.A.F. Z-2002-A and I.A.F Z-2002-B. (See I.A.F. Z-2001, from the 2nd Dy. Controller of Printing and Stationery, Forms Stores, Calcutta.)

The strictest economy in the use of forms will be exercised by all concerned.

(*b*) A complete set of the latest reprint of the forms in use in each office will be kept in a guard book for reference An annual account of numbers used will be recorded

(*c*) District commanders will arrange that the forms in offices of all formations and units are checked periodically (at least once annually), with a view to ensuring that the formation concerned is exercising control and that the rules for the supply of forms are being complied with.

797. Supply of stationery.—(*a*) Officers who draw office allowance will obtain stationery on payment indent, at the time specified in the Stationery Rules, from the Controller of Printing and Stationery. For limitation of indents and mode of payment by officers, attention is invited to the Stationery Rules

Price lists may be obtained from the Controller of Printing and Stationery

(*b*) Officers who do not draw office allowance will obtain free stationery through the district headquarters or other controlling authority annually in the same manner as laid down for forms in I A F Z-2001 using the stationery indent form The strictest economy in the use of stationery is to be exercised (See Stationery Rules)

Indents for the supply of books, materials and stationery for British army schools, will be submitted by unit commanders in accordance with para. 34 of the "Handbook of Instructions for British Army Schools in India" and I A.F. Z-2000 Indian army schools will purchase their school materials out of the capitation grant.

798. Substitution of I. A. books and forms for Army books and forms.—Indian Army books and forms instead of Army books and forms will be used as regards clothing, equipment and supplies, and I A.Fs Z-2006, 2007 and 2147 instead of A. Bs 193, 97 and 92.

799. Units leaving the Indian Establishment.—Before the commencement of each Trooping Season an I A O will be issued showing how the Indian regulations and orders (see para. 800 A) of British units leaving the Indian establishment will be disposed of. **A-26816 (A. O. II).**

Before its departure the Indian regulations, etc, of each unit concerned will be corrected to date, surveyed (see I A F. Y-1937) under the orders of the station commander by a responsible officer, not below the rank of captain with a total of ten years' service, and handed over to the station commander, who will either issue them to a relieving unit or return them to the Manager, Central Publication Branch, Calcutta, as indicated in the India Army Order

799-A. Units joining the Indian establishment.—[illegible] joining the Indian Establishment will take over Indian [illegible] as laid down in paragraph 799 except those arriving in [illegible] to the establishment or to which the Regulations of [illegible] be handed over. *A-[illegible] (A. [illegible])*

In these cases the Station Commander to whose [illegible] unit is posted will submit to the Manager, Central Pub[illegible] Calcutta, to reach him three months before it is du[illegible]

port of disembarkation an indent for the necessary Regulations, etc., and amendments thereto, with instructions as to how and where the supply should be sent.

For every British unit joining the Indian Establishment the Station Commander concerned will submit a supplementary indent in the manner prescribed above to the Deputy Controller (Form-stores), Calcutta for a three months' preliminary supply of forms, the indent to be clearly so marked.

800. Binding, retention and destruction of orders.—The following publications will be retained in extemporised covers by units and offices to which issues are made; they will be destroyed in the sixth year of issue.

Extracts from the "Gazette of India."
Army Instruction (India).
Army Council Instructions.
Army Orders.
India Army Orders.
Command Orders.
District Orders.

For purposes of reference, higher formations may retain the above publications for longer periods. These publications will be bound in accordance with the orders of the G. O. C.-in-C. who will exercise his discretion in the matter as to the number to be bound and the quality of the binding.

16179 (A. O. XI). **800-A. List of books and regulations maintained by units.**—The books and regulations to be maintained by units are shown in Appendix XLII Books and regulations pertaining solely to a particular department or force which are to be maintained by units of that department or force are shown in the regulations concerned.

801. Regimental books.—Unit commanders of Indian corps or departments are responsible that the following books and documents are maintained. They will examine them periodically and produce them when required for inspection. Inspecting officers will compare the crime reports with the entries in the sheet rolls.

(i) Adjutant's office.

1. Regimental order book. I.A.F. Z-2066.
2. Record of officers' services. I.A.F. Z-2041.
3. Character roll of I.Os. and N.C.Os. I.A.F. D-903.
4. Crime reports. I.A.F. D-901.
5. Court-martial book. I.A.F. D-904.
6. Digest of services of the corps.
7. Present state book. I.A.F. Y-1914.
8. Register of furloughs for Indian officers, drummers and buglers I.A.F. L-1183.
9. Register of documents and stamp accounts. I.A.F. Z-2006.
10. Register of railway warrants.
11. Accounts of regimental funds.

(ii) Quartermaster's office.

1. Daily expenditure of ammunition. I.A.F. O-1044.
2. Register of horses I.A.F. Z-2147.
3. Cash accounts—
 (a) Lead and cartridge fund
 (b) School fund.
 (c) Line contingent fund.
 (d) General cash account
4. Ledgers—
 (a) Clothing ledger
 (b) Ordnance equipment ledger 32772 (Q. M. G. 10).
 (c) Cancelled.
 (d) Station store ledger
5. Ammunition return
6 Ration return.
7. Forage return and muster rolls

(iii) Miscellaneous books.

1. Mess accounts.
2. Band accounts.
3. Regimental accounts section.

(iv) Squadron or company books.

1. Sheet rolls, I. A. F. K-1155
2. Register of furlough, I. A. F. L-1183
3. Register of horses (mounted units).
4. Squadron or company cash account.
5 Pay and mess books.
6. Non-effectives' accounts (showing separately desertions and deceased estates).
7. Permanent advance register.
8 Cancelled.
9. Rifle register.
10. Register of private arms
11 Ammunition account.

802. Regimental, battalion, or company order book.—The regimental or battalion order book (I. A. F. Z-2066) will be divided into Part I—temporary orders; and Part II—permanent orders, and will be kept in accordance with the K. R. A vernacular order book will be kept for each company.

803. Court-Martial book.—A portfolio will be kept containing a true copy, signed by the unit commander, of—

(i) every conviction by court-martial, every summary award under paragraph 233 (1) and every conviction by the civil power involving imprisonment exceeding seven days (I.A.F. D-901);

(ii) every declaration of a court of inquiry held under section 126 of the I. A. A.

804. [illegible]

(i) every award of forfeiture of seniority of rank (Indian officers and warrant officers only);

(ii) every conviction by court-martial;

(iii) every conviction by a civil court, except when fine was the only punishment and the C. O. does not consider that a red ink entry should be made;

(iv) every case of reduction of a n. c. a. to a lower grade or to the ranks; for an offence but not for inefficiency;

(v) every case of deprivation of an appointment, or of lance or acting rank, for an offence but not for inefficiency;

(vi) every award of severe reprimand (Indian officers, warrant officers and n. c. os);

(vii) every award of imprisonment;

(viii) every award of field punishment (on active service only);

(ix) every award of confinement to the lines exceeding fourteen days,

(x) every award of forfeiture of good service or good conduct pay;

(xi) every offence entailing forfeiture of pay and allowances except as in item (xii) below;

(xii) every case involving forfeiture of pay and allowances for absence without leave exceeding two days classified as an offence by the C. O

The following entries will be made in black ink in the conduct sheet—

(i) any punishment not included in the above;

(ii) a conviction of a civil court when fine was the only punishment and the C. O. does not consider that a red ink entry should be made;

(iii) every case involving forfeiture of pay and allowances for absence without leave not exceeding two days classified as an offence by the C. O.

The mode of recording entries is laid down in the K. R. Imprisonment with solitary confinement will be represented by "Impr. s c." transportation by "Trans." Imprisonment awarded by unit commander will be entered in days. The conduct sheets of permanent departmental followers will be similarly kept up.

6. RECORDS.

805. **General.**—An officer giving over charge will give such information confidentially as may be useful to his successor regarding the character and qualifications of those under his command, and other matters connected with his charge.

806. Records of service.—Records of service of officers and men of the I. A and persons belonging to the Indian service will be kept as follows :—

Individual	Form.	No of copies	Remarks
All officers of the I.A.	I.A.F.Z-2041	1	*Note 1*.—These records of service will be prepared on appointment, engagement or enrolment, except in the case of I.M S officers and officers of the U L. attached to British units whose record will be prepared on arrival in India
Officers of the I.A O C.	Ditto	1	
Officers of the I.M S	Ditto	3	
Officers of the Auxiliary Force	A.F B-199	1	
Departmental officers and other ranks of the U. L.	I.A.F U-1744	1*	*Note 2*.—For annual additions return will be submitted in accordance with I.A F Z-2000 on the 1st January
Officers and other ranks of the O. L.M.D.	I.A.F.M-1193	1	
Indian combatants	I.A.F K-1155	2	*Note 3*.—Officers in permanent civil employ and those not on the effective list of the I A will submit corrections as they occur.
Civilian employed and followers pensionable under civil rules	Service book	1	
Permanent followers serving under military rules	I.A F K-1156	1	
Temporary followers serving under military rules	I.A F K-1157	1	
			Note 5.—I A F. Z-2011 and I. A F Z-2042 will be maintained in duplicate in respect of I. A S C officers The original, and duplicate copies will be kept by Officers Commanding Units and the Director, Supply and Transport, respectively. 65649 (Q. M. G. 5).

807. R. E. soldiers.—The original attestations of R. E soldiers serving in India are kept by the officer in charge R. E. records at Chatham

Duplicate attestation papers and documents retained therewith are maintained by officers commanding detachments of "H" Company R. E. as detailed in the R. E. Corps Memoranda (India).

808. Royal corps of signals.—The original attestation papers of soldiers serving in India is kept by the officer in charge records at Chatham. The duplicate attestation paper is maintained by the Commandant, Signal Training Centre and Depot. A copy of the duplicate attestation paper, regimental conduct sheet and remaining regimental documents are maintained by the unit commander.

809. Indian soldiers.—The service of each soldier will be re... on his original sheet roll and duplicate sheet roll. The ... roll will be kept by the officer in charge of records, who will ...

with information for keeping these records completed and up to date. This information will be furnished in Part II of orders.

On enrolment of the recruit the duplicate sheet roll will be sent to the O. C of the recruit, and will, except on active service, invariably accompany the unit; when on active service it will be kept by O. C. records.

On a soldier's final discharge the O C in charge of records will as soon as he receives the duplicate sheet roll carefully check it with the original and rectify any discrepancies; the original will be returned to the O. C. the individual and be handed over to the man. The duplicate will be kept for record.

810. Regimental numbers.—A soldier of the Indian Army when posted or transferred to a corps will receive a regimental number in that corps. The number will not be changed so long as he remains in the corps. If he is transferred, discharged, deserts or dies, the number will not be given to any other soldier In all documents relating to a soldier the regimental number will precede the name.

The series of number to be used by various units and corps are set forth in the statement below:—

Branch of Service	Series	Allotted by
Indian Cavalry group—		
1st regiment .	1 to 4999	O C. regiment.
2nd regiment	5001 to 9999	O. C. regiment.
3rd regiment	10001 to 14999	O. C regiment.
Royal artillery .	1 to 99999	O. C. R. A. Training Centre, Deesa
Pack artillery	1 to 99999	O C. Pack Artillery Training Centre, Lucknow.
Sapper and Miner Corps	1 to 19999	Comdt. corps.
4th Burma Sappers and Miners .	1 to 2999	Comdt. Corps.
Indian Signal Corps .	1 to 9999	Comdt Signal Training Centre and Depôt, Jubbulpore.
Indian Infantry and Pioneer regiments	1 to 99999	O. C. training battalion
1st Battalion, 4th Hazara Pioneers	1 to 4999	O C. battalion
Gurkha regiments—		
1st battalion	1 to 4999	O C. battalion or depot.
2nd battalion	5001 to 9999	O C battalion
Indian combatants, British infantry battalions	1 to 9999	Officer i/c Records, Indian combatant British infantry battalions.
Indian Educational Corps	1 to 2999	Ahmednagar.

Branch of service	Series	Allotted by
INDIAN ARMY SERVICE CORPS		
Supply		
(a) Supply personnel enrolled in peace (affiliated to the I. A. S. C. Record Office) and those enrolled in connection with mobilization (affiliated to the supply personnel depot to be formed on mobilization)	S/1 to S/18,000	Officer in-charge, Indian Army Service Corps Records, Dagshai.
(b) Indian superior personnel including clerks of animal transport units (affiliated to the I. A. S. C. Record Office)	S P/18,001 to S R/21,000	Ditto
Animal Transport—		
(a) Mule transport establishment —		
(i) Affiliated to "A" Transport Depot	T A/21,001 to T A/41,000	Ditto
(ii) Affiliated to "B" Transport Depot	T B/41,001 to T B/57,000	Ditto
(iii) Affiliated to "C" Transport Depot	T C/57,001 to T C/73,000	Ditto
(b) Silladar Camel Corps	T D/73,001 to T D/83,000	Ditto
(c) Government Camel Corps	T. D/83,001 to T D/96,000	Ditto
(d) Bullock establishment	T E/96,001 to T E/98,000	Ditto
Mechanical Transport—		
(a) Driver establishment (affiliated to the M. T. Depot)	M T/98,001 to M T/108,000	Ditto
(b) M. T. artificers establishment (affiliated to the M. T. Depot)	M T/108,001 to M T/114,000	Ditto
(c) M. T. followers establishment (affiliated to the M. T. Depot)	M T/114,001 to M T./190,000	Ditto
(d) M. T. clerks and storekeepers (affiliated to the I. A. S. C. Record Office)	M T/119,001 to M T./120,000	Ditto
INDIAN ARMY ORDNANCE CORPS	O/1 to O/10,000	Director of Equipment and Ordnance Stores.

Branch of service	Series	Allotted by
INDIAN ARMY SERVICE CORPS—*contd*		
INDIAN ARMY VETERINARY CORPS	V./1 to V./4,999	Officer-in-charge, Records, I. A. V. C.
REMOUNT DEPARTMENT	R./1 to R./4,999	Superintendent, Remount Depot, Saharanpur.
Labour—		
Labour personnel (To be recruited on mobilization)—		
(i) Affiliated to Bombay Depot	L G/120,001 to L G./140,000	O. C Depot.
(ii) Affiliated to Karachi Depot	L. H/140,001 to L H/180,000	Ditto.
(iii) Affiliated to Lahore Depot .	L J./180,001 to L. J/200,000	Ditto
(iv) Affiliated to Quetta Depot	L K/200,001 to L K./220,000	Ditto

A.-39652 (A. G.-6).

811. Civilian employees.—In the case of clerks, accountants, agents store-keepers and all other civilian employees in like capacities, their record of foreign service will be pasted in their service books. Their agreement (I. A. F. Z-2050) the execution of which is a condition of entertainment except when employed at army headquarters or under the M. G. S. in factories and in the inspection sections, will be treated similarly.

812. Appreciation of services.—When an officer desires to place on record his appreciation of the services of any subordinate, he will enter his opinion in the persons' record of service Personal and unrecorded certificates and testimonials are not to be granted

The characters of persons subject to the I. A. A. will be recorded in accordance with the instructions in the K. R.

CHAPTER XV.—INDENTS, STORES AND RESPONSIBILITY, FOR CASH AND FUNDS.

1. INDENTS.

813. General.—Indenting officers are responsible that requirements are foreseen as far as possible, that indents are submitted on the date due, and that they are framed with economy and regard to the requirements of the service. An ordinary indent is one that is provided for by regulations; an emergent indent is one that is submitted for authorized stores on other than the prescribed dates, or for unauthorized stores.

An emergent indent is only to be submitted when stores are urgently required, and, in the case of authorized stores will be submitted to the brigade or district commander for countersignature, explaining why the indent was not submitted on the due date. In the case of unauthorized stores action will be taken under para. 816.

Indents will be signed by the indenting officer and not by a subordinate, except as laid down in paragraph 28 (o) of the Regulations, for the Equipment of the Army (India), Part I (Provisional). 4222 (Q. M. G.-9-A).

814. Submission.—Indents will be submitted on the proper form in accordance with the prescribed nomenclature, and will contain all information necessary to facilitate compliance. Indents will not be returned for errors in nomenclature unless there is a doubt as to the stores required.

An officer will indent only for authorized stores in authorized quantities and indents will be complied with on his personal responsibility. He will be held liable for the values of over-issues, which will not be received back by the supplying department without the sanction of the district commander, and credit for their value will be at once enforced by the M. A. Dept. The supplying officer will be responsible that the class of stores is admissible by regulation, and that the amount is correctly calculated in accordance with the data furnished on the indent. Indents submitted by detachments will be countersigned by the unit commander. Indents submitted to an [illegible]

authorized annual allowance.

815. Delay in compliance.—Indents will be complied with without delay, but, if delay is probable, the supplying officer will inform the indenting officer accordingly and will explain the reason. If the indenting officer considers that the delay will affect the efficiency of his unit, he will bring it to the notice of higher authority. Delays which appear unreasonable will be brought to notice at once.

65970 (Q. M. G.-12). **816. Indents for unauthorized stores.**—Indents for stores not covered by regulation (accompanied by I. A. F. A-497) will be forwarded to the competent financial authority by the indenting officer for sanction after the latter has ascertained from the accounts officer concerned the cost involved and in the case of ordnance stores from the C. O. O concerned whether the stores are available for issue. In the case of non-expendible stores, the competent financial authority will fix the date of return to the supplying department, which will not exceed three months from date of issue except in the case of stores required for antimalarial measures, the period for which may, on the recommendation of the medical authorities, be extended to six months.

Z-3194 (D. M. S.-5).

Where the same stores are required twice in one year or in successive years, the indent will show date of last sanction and quantity sanctioned In such cases, the competent financial authority will at once apply to A. H. Q. through the usual channel to regularise the issue in the regulations concerned When stores are required on medical or veterinary grounds, the opinion of the highest local medical or veterinary authority will be obtained.

2705 (Q. M. G.-9-A). **816-A.** Stores (except tentage) required temporarily for the training of troops may be issued on loan on an indent countersigned by the Brigade Commander. Stores so obtained must be returned to the arsenal or depot from whence received as early as practicable and certainly within three months from the date of receipt by the unit. A second issue of the same stores cannot be sanctioned until the following training season In exceptional circumstances, should the retention of such stores by a unit be necessary for a period exceeding three months or if the same stores are required year after year, the Brigade Commander will report the matter to higher authority for the sanction of Government to regularise the issues, and to have the stores included in the equipment scales of the unit.

The cost of such stores when lost or returned in an unserviceable condition and the cost of repairing stores returned in a damaged condition will be dealt with by G. Os C. under their financial powers as laid down in A. R I., Vol. III.

817. Telegraphic demands.—Telegraphic demands may be made in cases of exceptional urgency, but an indent with a post copy of the telegram will follow through the prescribed channel.

U. O. No. 1704-5254, dated 31st July 1926. D. G. I. M. S. **818. Payment.**—Payment indents will be submitted in accordance with instructions laid down in Equipment Regns, Part I, and A R. I., Vol. XI, for ordnance and clothing stores, A. R. I., Vol. V, for I. A S. C. stores and Regulations for the Medical Services of the Army in India, for medical stores.

819. Replacements in the field.—Field service indents for replenishment of stores will bear a certificate of the unit commander that the articles demanded are required to replace others worn out or expended. If replacement has become necessary owing to the wilfulness or neglect of an individual, it will be made at his expense.

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2. STORES.

830. Local supplies.—When stores are supplied locally, indenting officers will satisfy themselves at the time of delivery that both quantity and quality are correct. A difference of opinion will be referred to the station commander whose decision will be final.

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833. Surplus or obsolete.—Officers in charge of stores are to guard against the accumulation of such as are obsolete or surplus to the authorized proportions.

834. Disposal of unserviceable and condemned stores.—[illegible] turned to the department of supply, they will be departmentally surveyed. If the defects are due to fair wear and tear, they will be repaired or otherwise disposed of; if due to any other cause, the action prescribed in A. R. I., Vol. III, for dealing with loss or damage will be followed. School books and materials will always be repaired regimentally. Articles supplied by the I. A. S. C. will, on condemnation, unless ordered to be destroyed on sanitary grounds, be made over *to that department for disposal If possible, they will be utilised* departmentally.

835. Auctions and sales.—Due publicity will be given to every auction or sale. No individual of the department or unit concerned may bid for or buy any article in the sale. An officer of the department

or unit will attend and he is empowered to stop the sale if he considers that fair prices are not being realised. Metals will be sold by weight, other articles will be sold by weight or numbers (not by bundles). No commission is admissible to a government servant who may be required to act as auctioneer.

836. Writing off losses. Stores lost, damaged, destroyed or def

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838. Stock-taking.—Officers-in charge of stores of every description are responsible for periodical stock-taking. The heads of departments concerned will ensure that stock is taken as often as necessary. The condition of stores on stock-taking will be noted, and steps taken to repair or dispose of repairable or unserviceable stores. Surplus stores will be brought on charge and discrepancies adjusted.

Scales and weights will be tested before stock-taking.

839. Disposal of departmental stores—Unless orders to the contrary are received, stores left behind by a unit moving, will be disposed of as follows:—

(i) *Ordnance and I. A. S. C. stores.*—The unit commander will prepare a list on I. A. F. Z-2098 and forward it to the C. M. A. concerned. If the unit commander does not hand over personally to his successor, a copy will be given to the officer temporarily assuming charge, who will give it to the relieving officer in exchange for a transfer certificate. If the unit is not relieved, the stores will be returned to the supplying department on issue vouchers, copies of which will be sent to the C. M. A. concerned.

(ii) *M. W. stores.*—These stores will be handed over to the garrison engineer.

(iii) *Medical stores.*—Field equipment will be returned to the medical stores depot.

(iv) *School stores.*—A list will be prepared on I. A F. X-1882, 1883, 1891 and sent to the district commander in a case where the unit commander does not hand over directly to his successor, and action will be taken as in sub-para. (i).

840. Carriage for public stores.—Carriage for the conveyance of public stores will be supplied by the I. A. S. C. (I. A F. Z-2150). Where there is no representative of the I. A. S. C, the station commander will hire the transport and recover the cost in the usual manner.

841. Packing material.—All packing cases over 1 c ft will be accounted for. All empty packing cases and other packing material received by units from departments, which are not required, are

to be made over to the local I. A. S. C. officer (except as provided for in E. Regs., Part I, India, 1922), who will grant a receipt. Rum casks will be accounted for and returned to the supplying department. Ordnance and clothing packages and packing material will be retained if there is any reasonable prospect of the unit or other units in the station utilising them for the return of stores. Supplying departments will sell by auction such packing materials as cannot be utilised and credit the proceeds to Government.

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3. RESPONSIBILITY FOR EXPENDITURE, CASH AND FUNDS, ETC.

843. **Responsibility for expenditure.**—Unauthorized expenditure will not be incurred without the prior sanction of the competent financial authority; but in cases of urgency which do not admit of a prior reference to the competent authority; sanction of the senior military officer will be obtained, and the confirmation of the competent authority applied for, immediately after the expenditure has been incurred. Officers concerned will be held responsible for authorising expenditure not provided for by regulations, and orders conveying sanction for such expenditure will be given in writing.

844. **Charge of cash or stores.**—Every officer in charge of government money or stores will, on handing over charge, check the cash or stores in his custody in company with the officer who relieves him. A transfer of charge will always take place when an officer proceeds on any duty on which he ceases to hold a lien on his appointment, or when he proceeds on leave out of India (other than privilege leave unless he intends to retire while on such leave). In other cases an officer need not formally make over charge, provided, he holds himself responsible for the acts of his *locum tenens*. A-38440 (A. G.-13).

The relieving officer will take all necessary measures to satisfy himself that the cash and stores correspond with the ledger balances [illegible]

after taking over the appointment. Any omission to furnish these certificates renders the relieving officer responsible for his predecessor's liabilities. Lists of all damaged property and discrepancies will be made out (I. A. F. Z-2098) and attached to the transfer certificates. Whenever cash or stores are transferred from one charge to another, a temporary receipt will be taken in anticipation, if necessary, of the issue of formal receipt vouchers.

If an officer in charge of government property dies or is admitted to hospital before being duly relieved, it will be the duty of the senior officer on the spot to provide for the security of the government property and at once to take over the cash and stores. When the direct transfer of public stores (other than those in charge of a department of supply) between the officer in charge and his successor is impracticable,

the station commander will take them over and complete the transfer. In the case of a corps leaving India before relief, this rule will only apply to those stores that are not returned to departments.

845. Procedure in case of discrepancies.—Should any difference of opinion arise between the officers given over and receiving charge regarding the condition, description, or quantities of the stores on charge, a station board will be assembled to report on the matter. The board will state the causes to which, in its opinion the discrepancies are due, and will forward the proceedings in triplicate to the convening officer for disposal.

A.-25384 (A. G.-13). **846 Custody of funds.**—Every officer is responsible for such public, regimental and other funds as are entrusted to him, and he cannot refuse to take charge of such funds He will see that they are expended in strict conformity with regulations, and will keep such records of his monetary transactions as may be prescribed. Public funds (see A R I., Volume III) and regimental funds (see Appendix XXII) will not be kept in an officer's own possession or deposited to the credit of a private account.

In order to avoid risk of loss from treasure chests public funds may be kept in a branch of the Imperial Bank of India, current accounts being opened in the official capacity of the officer concerned. Officers commanding units and others concerned with the administration of such funds will adhere to the fundamental rule that public money is not to be drawn from a treasury before it is actually required for disbursement

A.-38413, A.-37833 & A.-30765. Authorized regimental funds, including regimental funds of Auxiliary and Territorial Force units and Army Institute Funds, may be invested in Government paper or in shares of the Imperial Bank of India; such funds may be kept in a Branch of the Imperial Bank of India, or, with the previous consent of the Controller of Military Accounts concerned in any other bank, subject to the rules reproduced in Appendix XXII.

847. Responsibility of unit commanders.—Unit commanders are responsible for the state of the accounts of their units and that officers and subordinates under them carry out their duties correctly and efficiently. Unit Commanders are primarily responsible for losses and discrepancies caused by their subordinates.

848. Loans.—Officers commanding Indian units may in exceptional circumstances and at their discretion, grant advances from regimental funds to Indian officers and other ranks. In such cases unit commanders will protect themselves by proper safeguards in regard to the amount, the date of repayment and, if necessary, the interest on the advances.

849. Losses.—Losses incurred by mess, regimental or battalion funds owing to unsound finance, embezzlement or similar causes, will not in any circumstances be borne by the State.

850. Treasure chests.—A treasure chest will be maintained in every unit. The unit commander will take such measures as will ensure the security of treasure chests and issue the necessary instructions regarding deposits, withdrawals and custody of keys It will invariably be guarded by a double sentry, one of whom may be the sentry of the guard room door, provided the treasure chest is quite close to it and in full sight of both sentries

In the case of British units the keys of the treasure chest will be in the possession of an officer selected by the unit commander. The treasure chest will only be opened in the presence of an officer In the case of Indian units, the keys will be in the personal charge of the Indian officer appointed as cashier. M. A. G.'s No. 2344-At., 10-1-24.

Treasure chests will be strongly made and locked and will be secured by an iron chain and padlock or other means to the floor or wall of the guard house so as not to be moveable without force and by the combined efforts of several persons.

Small units which are unable to guard their treasure chests in accordance with the above will arrange to keep their treasure chests under the guard of the nearest unit or deposit their cash in the treasure chest of that unit

Treasure chests and their accessories are provided by Government and maintained as original or battalion stores

851. Private deposits.—Private deposits in station or regimental treasure chests are unauthorized, but when the station commander considers it necessary they may be received at the depositor's risk.

852. Savings banks.—Commanders of Indian units may open a single account with the post office savings bank on behalf of the men, on the conditions contained in the Indian postal guide

853. Employment of shroffs.—The employment of shroffs or Indian bankers by units is prohibited. This prohibition does not apply to the banking of regimental funds carried out with the approval of the C. M. A., in accordance with the rules prescribed in Appendix XXII.

854. Escorts.—A unit commander is responsible for the provision of suitable escorts to safeguard all monies or cheques drawn from or despatched to banks or treasuries

855. Disbursement of pay.—Every officer charged with the disbursement of pay is responsible that those serving under him receive the amounts due to them. All fines and deductions will be notified in orders and explained to the individuals concerned Payment will be made in the presence of an officer. Every man will examine his account and sign the acquittance roll or pay bill or affix his thumb impression to it, payments being attested by the disbursing officer.

Acquittance rolls after completion and reconciliation with the pay lists will be filed in the custody of the officer responsible for their

payment. After disbursement, squadron, battery and company commanders will personally ask all men in the unit whether they have received their pay in full.

856. Handling of cheques and money.—Every cheque and all money (including undisbursed pay) will be kept in safe custody under the rules laid down in regimental accounts. No clerk, n.c.o., or man is permitted to handle money or cheques and all payment will be made by a King's commissioned or Indian officer.

Para.857 R.A.I.(1930)

A.44913 (A.G.13) 857. Method of keeping accounts and making out cheques All entries in the treasure chest cash book, adjutant's cash account and accounts of funds otherwise designated ,but equivalent to these funds, will be made out in ink by the respective officer in charge of the fund who will himself check and initial all entries in the acconnt books. He may delegate the duty of writing up the cash books, etc.,to a subordinate commissioned officer,but he will still exercise a direct supervision over all money transactions and will not be relieved of financial responsibility for any losses which may occur in connection with his accounts. He is personally responsible for the correctness of amounts authorised by him to be paid by a subordinate officer.

CHAPTER XVI.—LEAVE RULES.

1. GENERAL INSTRUCTIONS FOR OFFICERS AND OTHER RANKS, BRITISH AND INDIAN SERVICES.

(See Appendix II.)

859. Leave subject to exigencies of the service.—No leave or furlough is to be granted unless the exigencies of the service admit of it, and no officer will recommend the grant of leave until [illegible]

860. Administrative services.—Any exception to the rules in this chapter regarding the grant of leave to officers and other ranks of departments or administrative services will be found in the departmental volume concerned

861. Address during leave.—It is the duty of every officer when on leave in India, to keep the unit commander, or if *ex*-India the S. of S. for India informed of his address When on leave *ex*-India, he will also keep his immediate superior informed of the probable date of his return to duty in order to admit of any necessary orders being sent to the staff officer at the port of disembarkation for communication on his arrival. See also the K.R.

862. Arrival and departure reports.—All officers and other ranks on arriving at, all departing from, military station, whether on leave or on duty, will report themselves for orders to the staff officer without delay. Warrant officers, n.c.os. and men will report themselves in person, and officers either personally or in writing. The nature of the leave or duty and the period of their stay will be stated. Officers and other ranks of the administrative services will also report personally to the senior officer of their department in the station.

The arrival and departure of officers belonging to a unit in the station will be reported by the unit commander, and in case of first arrivals the date of their first commission will also be given.

All ranks arriving in or leaving India, will report personally (in writing if sick) to the staff officer at the port for orders. They will also enter their names in the "arrival" and "departure" books.

863. Last pay certificate.—Every officer, or warrant officer proceeding on leave other than privilege leave will obtain a final l. p. c. (I. A. F. A.-434), or if proceeding to a colony a colonial pay warrant (I. A. F. A.-440).

864. Furlough certificates.—Every warrant officer, n.c.o. or man before proceeding on furlough out of India shall be provided with a furlough certificate which will be retained by the individual granted

furlough, *viz.*, I.A.F. Z-2053 for departmental warrant officers and I.A F L-1174 for non-departmental warrant officers and all unattached list and regimental n c.os. and men

Full instructions are given on the above mentioned forms.

Z-2574 (D. M. S.-5). **865. Leave in anticipation of sanction.**—An officer or warrant officer will not be permitted to leave his station in anticipation of the grant of leave by superior authority except in very urgent cases or when recommended for leave in India by a medical board, the proceedings of which have been approved by the D D M S. of the Command (A.D M.S in the cases of Burma District and Aden Brigade). In such cases no period of leave will be stated but the order will be worded as follows.—

"The undermentioned officer (or warrant officer) is permitted to proceed to on $\frac{\text{the recommendation of a medical board}}{\text{very urgent private affairs}}$

in anticipation of the $\frac{\text{leave}}{\text{furlough}}$ which will be hereafter granted to him by the ."

The application will be endorsed accordingly and forwarded to the sanctioning authority.

866. Validity of order.—An order granting leave or furlough out of India is valid for three months

867. Change of address. An [illegible] desiring to change the [illegible]

868. Date leave commences and ends.—All leave whether in [illegible]

A.-33586 (A. G.-11). [illegible]

return to it a the end of such holidays provided that suitable arrangements are made for handing or taking over duties, and no extra expense is caused to the State

The report of an individual's return to duty cancels any unexpired portion of his leave.

In the case of officers and other ranks stationed in Waziristan and Chitral leave commences and terminates respectively on the date of leaving and arriving at the rail head, subject to no extra expense to the State being entailed beyond that admissible under the ordinary leave rules.

A.-23414 (A. G.-10). If an officer proceeding on leave is detailed to conduct Indian cadets selected for admission to the Royal Military College,

Sandhurst, his leave will commence with effect from the date of conclusion of the conducting duties.

869. Extension of leave.—Extensions of leave will whenever possible, be applied for in sufficient time to admit of the individual rejoining at the expiration of his original leave, should the extension be refused Extensions of leave in India or the colonies require in all cases the sanction of the authority in India who sanctioned the original leave. Extensions of leave on p. a. in the U. K. will require the previous consent of the authorities concerned in India which will first be obtained by the individual and subsequently the sanction of the S. of S. for India.

Except that extensions of leave on private affairs in the case of British Service officers excluding continuous service R. E. officers and officers of the R. E. (Indian Army), will be approved by the authority in India who sanctioned the original leave and will be communicated by the officer to the War Office Continuous service R. E. officers and officers of the R. E. (Indian Army) will follow the procedure prescribed for the Indian Service Extensions of leave in the case of British Service officers holding staff appointments require the sanction of the Secretary of State. A.-21702 (A. G.-11).

Officers placed on the sick list whilst on leave in India who are thereby prevented from rejoining for duty within the period of their original leave may be granted any additional leave admissible.

Any overstayal of casual leave involves its conversion into privilege leave or furlough at option.

Extensions of leave granted to British service officers with the specific object of obviating their return to India because they have been, or are about to be, selected for non-Indian employment will be reported direct to the India Office by the sanctioning authority. A.-40283 (A. G.-11).

869-A. Casual leave.—Casual leave counts as duty, but no extra expense to the State may be caused by the grant of such leave.

870. Privilege leave.—Privilege leave is ordinarily restricted to the period from the 1st April to the 15th October. This rule does not apply to individuals serving in (*a*) Baluchistan district, (*b*) the Zhob Area, (*c*) the hills in the winter, (*d*) training establishments.

Privilege leave counts as duty, may be taken in instalments and spent anywhere, but no extra expense may be caused to the State by the grant of such leave. Individuals holding ministerial appointments in A.H.Q., command, district and brigade offices are granted privilege leave under civil rules.

870- [illegible] another [illegible] ly orde[illegible] State, c[illegible]

Note.—The above rule applies only to cases in which both the corps or both the appointments (viz., the one from which as well as that to which the officer is transferred) are under the G. of I.

871. Combined leave.—An officer, departmental officer or w.o., serving under the Indian military leave rules, also a non-departmental warrant or n c.o. of the U. L. and R E. Indian establishment, may be allowed in place of leave otherwise admissible to combine any privilege due to him with leave on private affairs or on m.c. Combined leave may be spent in or out of India and may be granted at any period of the year at the discretion of the sanctioning authority.

In all cases of the grant of combined leave whether in or *ex*-India or whether on p a. or m.c. the privilege leave portion will be reckoned first and will count from the date of being first struck off duty.

A.-26298 (A. G.-11). **872. Leave on medical certificate.**—In the case of leave on m.c. *ex*-India including combined leave, the precise amount recommended by the medical board to be spent out of India reckons from the date of embarkation. The period between that date and the date of being struck off duty counts as leave in India, which will include any privilege leave due. The date of commencement of leave on m c, in the case of officers of the British service is governed by the rules in para 902.

Extensions of leave on m.c. in the U. K. will, in the case of British [illegible] officers be sanctioned by the w.o., and in the [illegible] vice officers holding [illegible] by the S. of S. for India.

A.-24586 (A. G.-XI). When a British officer, an officer of the Indian Land Forces or a departmental officer, w.o., n c.o. or soldier has been granted leave on m c., or has been declared by a medical board to be unfit for further [illegible]

In the case of an appointment carrying staff pay or charge allowance the relieved individual may be granted any leave admissible to cover the period of his illness.

873. Medical board.—If an officer or warrant officer falls sick at a station other than his own, the station commander may convene a special medical board to enable the individual to proceed on leave, or the station commander may, on the certificate of a medical officer, grant provisional leave to the individual concerned to proceed to another station to appear before a medical board.

A-29003 (A. G-11) **874. Civil employment cannot be accepted on leave.**—No officer, w.o, n.c.o. or soldier who has been granted leave may accept any private employment in India without the permission of the G. of I. in the case of officers, and of the district commander or head of department in the case of other ranks.

The names of officers and other ranks who are granted permission to take up private employment during leave and who proceed to the United Kingdom during their leave, will be communicated to the India Office by the authority sanctioning the leave. A.-35298 (A. G.-11).

Extensions of leave pending retirement to those who have been permitted to take up private employment during their leave will only be granted in exceptional circumstances

Exception (i).—Regimental and non-departmental warrant officers, n.c.os. and soldiers who are granted furlough or leave in India before discharge or transfer to the reserve, for the purpose of seeking civil employment, may take up any employment during the period (whether under government or with a private firm or individual) without special sanction and without forfeiture of the furlough or leave pay and allowances to which they are entitled.

Exception (ii).—Departmental officers and warrant officers who are granted furlough or leave in India pending retirement or transfer to pension establishment may, with the sanction of the head of department, take up private employment during that period, without forfeiture of the furlough or leave pay and allowances to which they are entitled.

874-A. An officer who is placed on the unemployed list, and is subsequently re-employed, does not forfeit his claim to leave concessions for service rendered whilst at duty A.-35371 (A. G.-11).

2. OFFICERS OF THE BRITISH AND INDIAN SERVICE.

(a) General instructions.

875. Classification of leave.—Leave is of four kinds.—

Casual leave which is ordinarily limited to ten days at a time Sanctioning authority the station commander if serving under his orders; in all other cases the officer competent to sanction privilege leave. Unit commanders may grant up to 3 days' leave. A.-39301 (A. G.-11).

[illegible]

a team *other* than his regimental team, the sanctioning authority for extending the duration of his leave, when necessary, will be his District or Independent Brigade Commander.

(2) Privilege leave as laid down in para. 880.

(3) Leave on p a. or combined leave *ex*-India up to one year in the first instance, which limit may be extended up to a maximum of two years' absence from duty. The grant of leave to British Service Officers is restricted to 12 months.

Leave on p.a. in India will be limited to six months exclusive of privilege leave Combined leave in India will not exceed eight months. A.-24421 (A. G.-11).

except in cases of leave pending retirement, when leave up to a maximum period of two years' absence from duty may be granted.

A.-38298 (A. G.-11) The grant of leave pending retirement to British Service officers is governed by para. 901.

A.-29235 (A. G.-XI). (4) Leave on recommendation of Medical Board is limited to a total of 2 years' absence from duty, whether in or out of India. Leave on m c to British Service officers is governed by para. 902.

In the case of detached units of sappers and miners leave will be granted by the district commander in consultation with the commandant of the corps concerned.

875-A. Number allowed to proceed on leave.—The number of officers on leave in or *ex*-India is left to the discretion of the district commander with the following provisos —

(*a*) That district commanders are responsib'e for the necessary numbers of officers being present with their units at all times.

(*b*) That 'eave during the training season is to be sparingly granted.

(*c*) Leave *ex*-India other than privilege leave, leave on m c, or on very urgent private affairs should not normally be granted to an officer until he has comp'eted 3 years' duty.

As a general princip'e the number of officers that should be present with a unit during the training season will be 75 per cent. of the peace establishment of the unit concerned This number may be modified by district commanders to suit local conditions

876. Leave restrictions.—Leave on p a. is not ordinarily admissible to any staff or regimental officer until he has completed ten months' continuous service in his appointment. No officer while under special report will be granted more than 10 days' leave and then only in exceptional circumstances which will be sanctioned by the district commander

An officer who has been provisionally promoted will not be granted leave out of India, except on m c. until he has passed the required examinations

An officer will not be granted leave to any place forming the base of active operations, or to any station or place garrisoned by troops belonging to a field force, either during the progress of the operations or during the period of preparation for such operations. The unit commander and second in-command will not ordinarily be absent together.

877. Liability for recall to duty.—An officer taking leave is liable to be recalled at any time, and shall be prepared to rejoin at once at his own expense, except when free passage is allowed.

878. Overstaying leave.—If an officer overstays his leave a full explanation, supported by the necessary certificates, will be for-

warded to the authority who granted the leave, who will deal with the case as follows:—

(i) If the overstayal was intentional such as reckoning on a steamer arriving in advance of her advertised date, the penalty is loss of service and pay for the period of the overstayal

(ii) If the overstayal was due to carelessness or neglect but unintentional such as booking by an unprivileged line, the penalty is the loss of pay for the period in question.

(iii) If the overstayal was due to a cause beyond the officer's control

ed.

An officer who has not received orders within two months of the expiration of his leave as to the station at which he is required to rejoin and who disembarks at an Indian port within the period of his leave will be held to have rejoined, and may then be granted an extension to enable him to reach his new station.

The companies whose steamers are "privileged" for the purpose of (iii) are—The P. & O., B I.S N Co, Hall Line (Ellermans), City Line (Ellermans) Messageries Maritimes Co, Bibby Line, P. Henderson Line, Anchor Line Lloyd Trestino Nippon Yusen Kaisha. A.-18957 (A. G.-11).

879. Performance of duty when on leave.—An officer detailed for duty when on leave is only eligible for an equivalent extension of leave The order placing him on duty will state the period, and whether an extension of leave is granted in consequence. An officer of the Indian Army or British Service on leave who is de- A.-35876 (A. G.-11).

paras. 1105 and 1175, King's Regulations. (A. G.-11).

880. Privilege leave is restricted to a total of 60 days in any one calendar year Such leave is not admissible in respect of a year in which an individual has not actually performed duty. Ninety days is admissible to an officer serving in or who has served in and proceeds on leave from Burma, Waziristan and Kohat Districts excluding A.-21879 (A. G.-11).

perform duty, and then they will only be eligible for the balance up to the total admissible in the calendar year.

A.-19985 (A. G.-XI). **880-A. Accumulated privilege leave.**—Accumulated privilege leave for ninety days may be granted *after* 33 months duty, which need not be continuous to those officers who have not taken any privilege leave within the period covered thereby. If accumulated privilege leave extend from one year to the next, the officer may, after rejoining, be allowed the ordinary privilege leave for the year. Accumulated privilege leave may be taken in instalments, but the last instalment must be commenced in the year in which the first is taken, otherwise, the portion not taken will lapse.

A.-35371 (A. G.-11). Time spent at duty before being placed on the unemployed list counts towards the qualifying period of 33 months on becoming re-employed.

881. Periods of leave on medical certificates.—The period of leave on m c. granted will not be specified when an officer has been [illegible]

officer being permitted to proceed on leave on m c. with orders, [illegible]

presented.

Leave *ex*-India on m.c. will generally be for eight months but twelve months may be granted in special circumstances on the recommendation of the medical board.

Leave on m c. *ex*-India to British Service officers is governed by para. 902.

A.-28345 (A. G.-11) [illegible] *the total absence from duty to exceed eight months.*

881-B. Officers found unfit for further service.—(*i*) Officers subject to the Indian army leave rules have been declared by a medical board to be completely and permanently incapacitated for further service will be granted leave on m c., no definite period being stated, pending the orders of the Secretary of State. In all such cases a report, together with a full medical history of the case, will be submitted to Army Headquarters, without delay. Each case will be considered on its merits by the Government of India with due

regard to the following factors before a recommendation is made to the Secretary of State:—

(a) cause of disability,
(b) total service, and
(c) total leave taken during such service.

The amount of leave granted to officers who wish to reside in India after retirement will be at the discretion of the Government of India.

The ordinary rules governing the grant of leave will apply to all cases in this category.

(ii) The above procedure will also be followed in the case of departmental officers and warrant officers of the Indian Establishment.

(iii) Officers subject to the British service leave rules declared by a medical board to be permanently unfit for further service in India will be granted leave on m c forthwith (no period of leave being stated) and will be sent to the U K. at the earliest opportunity with orders to report to the War Office for further instructions immediately on arrival.

(b) Leave to transfrontier regions, foreign countries and colonies.

883. Officers are prohibited from visiting the following countries without the permission of the G of I.:—

Abyssinia.	Finland.
*Afghanistan.	*Gilgit Agency.
*Arabia east of the 40 degree of east longitude.	*Iraq.
	Morocco (Spanish).
*Assam, transfrontier territory of	*Nepal. (b)
*Bhutan.	*Persia.
*Burma, transfrontier territory of. (a)	Russia.
	Syria.
Baltic States.	Sudan.
*Chinese Central Asia.	*Tibet.
Caucasus.	*Turkistan, Russian.
Danzig.	French Morocco
	Panama Canal Zone.

Turkey (visits confined to Constantinople excluded). A.-32467 (A. G.-XI).

NOTE (a).—Officers desirous of entering China by crossing the Burmese-Chinese frontier will obtain the sanction of the Government of Burma.

NOTE (b).—The sanction of G. of I. is not necessary in the case of officers proceeding to Nepal to visit the Envoy at the Court of Nepal at his invitation.

to be taken, (*e*) the composition of party, (*f*) the christian names of applicants in full, (*g*) the names of servants proposed to be taken.

In the case of countries where passports are required, ordinary passports will be obtained from the local Indian government or administration concerned and will be vised by the consular authority of the country which the traveller proposes visiting. Attention is invited to the rules and subsidiary rules for the issue of passports.

It is advisable that officers desirous of travelling in any of the countries mentioned should communicate with the General Staff, A.H.Q., before sending in their applications

Officers on leave in the U.K. will submit their applications to the S of S. for India.

Officers will not address foreign governments direct.

885. Russian Turkistan and Chinese Central Asia.—Applications to visit Russian Turkistan and Chinese Central Asia will be [illegible]

obtain the permission required for Russian Turkistan will be taken by the S. of S. for India.

886. Permission to travel to or in Gilgit.—The number of parties allowed to travel by the Gilgit route is limited to three per annum. Applications to travel by that route will state whether, in the event of permission to travel *viá* Gilgit being refused the applicants desire to apply for permission to travel *viá* Leh and the Karakoram Pass. In this case they should submit an alternative application for this route When proceeding to Chinese Turkistan *viá* Gilgit applicants cannot start from Bandipur before 15th May and shall limit their luggage to a reasonable quantity.

887. Visit to Indian frontiers.—Individuals travelling in the neighbourhood of the Indian frontiers will acquaint themselves with the rules prescribed by the local Government concerned in regard to crossing such "inner lines" or boundaries as are contiguous to the frontier. The rules are published from time to time in the local government gazette.

888. Visit to Kelat, Kashmir, Chamba, Kishtwar.—Individuals desirous of visiting Kelat or other outlying parts of Baluchistan, or of moving off the main routes in Indian states in India, will

inform the resident or the political officer concerned. Officers may not travel to or from Kashmir *via* Jammu and Banihal, Kishtwar, Bhadrawar and Chamba routes without the permission of the resident.

889. Reporting to officials.—Individuals travelling in foreign countries will make their presence known to the proper British official (if any) in the place visited. They will respect the customs and religious prejudices of the people.

890. Leave ex-India other than to the U. K.——The grant of leave to any countries other than—

(i) those mentioned in para. 888,
(ii) Europe,
(iii) those included in the British Dominions,
(iv) United States of America,

will be notified by the district commander to the A. G. one month before the commencement of leave, the approximate route, and address while absent being given.

The grant of leave to any British colony will be notified by the district commander to the commander of the force of the colony concerned.

(c) Officers holding command, staff and administrative appointments.

891. Privilege leave.—No extra expense shall be involved other [illegible]

892. Amount admissible.—Officers holding commands, other than regimental and those holding staff or administrative appointments of limited tenure, may avail themselves of such privilege leave as is due to them. In addition to such privilege leave, they may avail themselves of leave, either on p.a. or m.c. which may be combined with privilege leave, and which may be taken in one or two instalments, up to a total of eight months in all. An officer who is absent from duty for longer than eight months consecutively (whether the period includes privilege leave or not) or an aggregate of more than eight months' combined leave, if leave is taken in two instalments, during the tenure of an appointment will be required to vacate the appointment with effect from the day following that on which these limits expire. A.-28006 (A. G.-11).

This total aggregate of eight months does not include any privilege taken by itself.

The authority granting leave which involves vacation of command should clearly state this fact in the notification granting the leave, so that the last pay certificate may be correctly issued. 04769 (M. S.-1.)

893. Personal staff.—When a G.O.C.-in C. or district commander embarks on leave beyond Indian limits his personal staff, if not appointed to the staff of the relieving general, will be considered as on

leave. If granted leave out of India by competent authority, such leave will not prejudice their title to any leave which they may have earned.

894. **Special orders regarding Aden.**—Charge of an office may not, without the previous sanction of the G. of I., be relinquished or resumed by officers visiting Aden on duty preparatory to retirement from the service, or while proceeding on, or returning from, leave.

A.-28681 (A. G.-11). 894-A. **Equitation School.**—(i) British officer students will be permitted to proceed on two months *vacation* on the conclusion of the *long* course under the authority of the Commandant. This *vacation* can only be spent in India; it will not be classed as leave, and may not be combined with any other form of leave. (ii) Leave at the conclusion of the *short* course will be granted at the discretion of the officer commanding unit concerned.

(d) Officers of the British service.

895. **Reversion to Home establishment from leave.**—A regi-

pay ceases to be chargeable to Indian revenues, i.e., the date on which the pay of his unit is transferred to the Home establishment. No leave is admissible to regimental officers on vacating their appointments in India unless approval has already been obtained for their posting to a unit in India. *Officers belonging to units which are due to leave India* may be granted leave to the date of arrival of the unit at home or other Imperial Station, provided the sanction of the War Office is obtained.

A.-28103 (A. G.-11). When leave is granted to Medical and Departmental Officers and Officers in Staff or extra-regimental employ who revert to the Home [illegible] returning to India, the order granting the [illegible] pon the expiration [illegible] an Establishment,

A.-39322 (A. G.-11). 895-A. **Regimental officers on leave in the United Kingdom.**—In cases where a short period intervenes between the date of the termination of an officer's leave and the date of arrival of his unit in the United Kingdom, the officer will, ordinarily, be granted an extension of leave up to the date of arrival of the unit. The maximum amount of leave (12 months) admissible under para. 875 (3) may be exceeded in such cases.

896. **Officers with detachments.**—Officers proceeding to the U. K. with detachments may be granted leave up to six months without forfeiting their claim to return passage.

897. **Adjutants.**—An adjutant of a British unit proceeding on leave out of India for a period of over nine months will only be permitted to retain his appointment until the expiration of the first nine months of his leave.

898. **U. L. officers with British units.**—An officer of the U. L. until he completes one year's duty with a British unit is under British

leave rules. He will only be granted leave during the period in urgent cases.

899. An officer of the R. E., [except a continuous service officer

An officer of the Royal Engineers or Royal Corps of Signals in military employ who has the option of taking leave under either the British Service or the Indian Army leave rules will be required to state, on each ocasion on which he proceeds on leave, by which of

ll be

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900. R. A. officers.—An officer on first appointment to the Indian pack artillery, F. G. A., or Kashmir artillery is ineligible for leave *ex*-India on p. a., or for leave in India beyond six months until he has served for a continuous period of two years immediately preceding

commander in the case of officers serving in batteries forming part of the divisional artillery, or by the R A inspecting officer in the case of officers serving in units which do not form part of divisional artillery of the field army.

901. Leave pending retirement.—Leave pending retirement or resignation to British service officers serving on the Indian establishment shall be restricted as follows:—

of leave, with pay, up to the maximum period of leave admissible under paragraph 875 (3). In exceptional cases only will an extension of leave, without pay, be granted beyond the maximum period of 12 months in order that the applicant may be saved the expense of rejoining in India for a short period.

The necessary extension will be granted by the authority under whose order the leave was originally granted.

(iii) In notifying the grant of such leave the order must clearly indicate that the leave is "pending retirement".

A.-26298 (A. G.-11). **902. Leave on m. c.**—Leave to British service officers on m. c. is admissible under the Royal Warrant for pay. Such leave reckons [illegible] mences from the date of embarkation (see paragraph 872). When

A.-38937 (A. G.-11). an officer falls sick while on leave, the maximum period will be reckoned from the date on which he reports sick.

All leave on medical certificate on account of the same disability counts against the limits prescribed in the Royal Warrant, unless there has been an interval of 18 months at duty between such periods of sick leave. A British service officer who has already had the full period of leave on medical certificate admissible under article 435 of the Royal Warrant and with less than eighteen months at duty since his last return from sick leave, who is again recommended by a medical board for a further period of leave on medical certificate for the same disability will be allowed to leave India on sick leave, but no specific period will be granted.

[illegible] medical certificate ex- [illegible] particulars regarding [illegible] have been granted on [illegible] order will be forwarded to the audit officer concerned, who will ensure that it is attached to the officer's last pay certificate.

[illegible] ments for the officer's return passage will be issued by the [illegible] On the expiration of their original leave such officers will continue to be shown on leave on m. c. in all returns and reports until they rejoin or until definite information regarding them is received from the War Office.

Leave to British service officers in India on m. c. is limited to six months in the first instance and may be extended by three months at a time to two years and may be combined with privilege leave.

(e) British officers of the Indian army.

A.-24714 (A. G.-4). **903. Continuous service R. E. and R. A. officers.**—These rules are also applicable to continuous Indian service officers of R. E. and R. A. in military employ, also officers of the R. A. serving with head-quarters of Indian pack artillery brigades, Indian batteries and Pack Artillery Training Centre. In the case of detached units of sappers and miners leave will be granted by the district commander in consultation with the commandant of the corps concerned.

904. Forfeiture of appointment.—Leave whether in or *ex*-India does not involve forfeiture of appointment except as provided for in paragraph 882.

905. Leave season, for officers, serving with training formations.—British officers of the Indian Army, serving with training battalions shall be eligible for leave which may be combined with privilege leave in and out of India and privilege leave at the discretion of the district commander Leave and privilege leave may be granted to [illegible]

906. Limits of extension of leave.—No extension of leave involving absence form duty for more than two years whether taken in or out of India may be granted except on specially urgent grounds and without pay The two years' limit does not include time spent at the Staff College, Camberley, or time spent *ex*-India to qualify in foreign languages (which counts as duty).

An officer who is prevented by ill-health from returning to duty within the maximum period of two years' absence will, unless specially granted an extension of leave without pay, be placed on the temporary non-effective list or on the retired list as the circumstances of the case may require. An officer will also be liable to be placed on half pay or on the retired list should his health require an undue amount of leave whether in or *ex*-India. This power will be exercised by the G. of I, at the instance of the authority empowered to sanction the leave, if the officer be in India, or if he be at Home by the S. of S., for India.

907. Indian Signal Corps.—British service offiers (other than R E. and R. C. S. officers) seconded in their units for service in the Indian Signal Corps are under the leave rules for the Indian army.

908. Leave on return from duty under the Imperial Government.—Officers on return to India from duty under the Imperial Government, other than duty with their units in the colonies are eligible for the privilege leave earned by them prior to their departure from India Such duty will not count as qualifying service for privilege leave except with the specific sanction of the S. of S.

Leave other than any taken under Indian regulations of the nature of privilege leave which may have been granted whilst on such duty shall not be deducted from the amount of privilege leave due on return to India.

909. Leave on m. c. to a colony.—When an officer of the Indian [illegible]

A.-31067 (A. G.-11). a copy of the medical board proceedings will be forwarded to the Military Secretary, Army Headquarters. The amount of leave granted, etc., and any subsequent changes, will be intimated direct to the India Office, by the authority sanctioning the leave.

In the case of an officer on leave in the U. K. who is subsequently permitted to proceed to a dominion or a colony, and an officer who proceeds to a dominion or colony *viâ* the U. K. provided he is instructed to report to the India Office on arrival in the U. K. necessary action will be taken by the Under Secretary of State for India.

909-A. Leave on p. a. to a colony.—When an officer of the Indian Service proceeds on leave on private affairs from India direct to a Dominion or a Colony outside Europe, full particulars as to the amount of the leave granted, etc., and any subsequent changes, will be furnished direct to the India Office by the authority sanctioning the leave.

910. Restrictions to leave.—An officer on first appointment will *not be granted* any leave, *except casual or privilege leave or leave* on m. c. until he has served two years with his unit and has also passed the examination prescribed for permanent retention in the I. A. or such other test as may be substituted for it. If the competent [illegible]

M. S., A. H. Q.

(f) Chaplains.

A. D. No. 141-Eccl. 21-4-24. **911.** A Chaplain, Church of Scotland, Indian Ecclesiastical Establishment, attached to a regiment and likely to return to that or some other regiment on the expiration of leave, may be granted leave, under the Fundamental Rules, up to a maximum of four months; but when the period of leave applied for exceeds four months, or when it is known that the services of the Chaplain applying for leave will not, on the expiration of the leave, remain at the disposal of the military authorities, the Chaplain's services will be placed by the Army Department at the disposal of the civil authority concerned with a view to his being granted the leave by that authority.

3. OFFICERS AND OTHERS IN CIVIL EMPLOY.

912. Military officers in civil employ.—An officer in permanent civil employ whose services are temporarily placed at the disposal of H. E. the Commander-in-Chief must obtain leave from the civil department, to which he will revert for that purpose.

Officers while in permanent civil employ are not affected by Indian Army leave rules, but if desirous of retiring on pension direct from such employment they will whether on duty or furlough, be given the benefit of the rule which allows all previous leave to count as service for pension.

An officer in civil employment may not place himself out of employment in order to take leave under Indian Army rules or for any purpose but immediate retirement. An officer is under civil leave rules as long as he remains in permanent civil employ. An officer does not come wholly under the civil rules by being transferred to a civil appointment *the tenure of which is limited to a definite period nor by officiating* in the civil department for less than three years

913. Military officers and others in civil employ are entitled to leave as under:—

(*a*) Officers subject to civil leave rules:—

(*i*) Privilege leave and leave of other kinds under Chapters XI, XII, XII-A and XIII, C.S.R.

(*ii*) Combination of various kinds of leave subject to the conditions and limitations of Articles 232 and 233, C.S.R.

(*iii*) Leave under Fundamental Rules Nos 58 to 93 to those who come thereunder from and after 1st January 1922.

NOTE.—The leave of Chaplains of the Church of Scotland attached to Scottish Regiments is regulated by Chapter XXVII of the C S R

(*b*) Officers subject to military leave rules.—

(*i*) Privilege leave under Chapter XII, C.S.R Examination leave may also be granted in certain cases under the regulations in this Chapter.

(*ii*) Other leave under the military rules to which they are subject.

(*iii*) Combination of privilege leave under (*i*) with (*ii*) subject to the conditions and limitations in Articles 232 and 233, C.S.R., but the period of absence from duty with pay must not exceed two years. (See P. and A. Regulations)

(*iv*) Leave under Fundamental Rule 100 to those who come thereunder from and after 1st January 1922.

NOTE.—The combined leave of an officer of the Indian Medical Service holding an administrative appointment is regulated by paragraph 892, unless he is subject to the Fundamental Rules

(*c*) Departmental officers with honorary rank, warrant and non-commissioned officers serving in a civil department —

(*i*) Privilege leave under Chapter XII, C S R

(*ii*) Other leave under the military rules to which they are subject

(*iii*) Combination of (*i*) and (*ii*) subject to the conditions and limitations of Articles 232 and 233, C S R, but the period of absence from duty with pay must not exceed two years. (See P. and A Regulations)

(*iv*) Leave under Fundamental Rule 100 to those who come thereunder from and after 1st January 1922.

(*d*) Civilian employees and clerks under Indian Service Rules —

(*i*) Privilege leave under Chapter XII, C.S.R

(*ii*) Other leave under Chapters XII-A and XIV, C S.R

(*iii*) Combination of (*i*) and (*ii*) subject to the conditions and limitations of Articles 232 and 233, C.S.R.

No medical pupil is entitled to privilege leave until passed his examination.

A.-31067 (A. G.-11). a copy of the medical board proceedings will be forwarded to the Military Secretary, Army Headquarters. The amount of leave granted, etc., and any subsequent changes, will be intimated direct to the India Office, by the authority sanctioning the leave.

In the case of an officer on leave in the U. K. who is subsequently permitted to proceed to a dominion or a colony, and an officer who proceeds to a dominion or colony *viâ* the U. K. provided he is instructed to report to the India Office on arrival in the U. K. necessary action will be taken by the Under Secretary of State for India.

909-A. Leave on p. a. to a colony.—When an officer of the Indian Service proceeds on leave on private affairs from India direct to a Dominion or a Colony outside Europe, full particulars as to the amount of the leave granted, etc., and any subsequent changes, will be furnished direct to the India Office by the authority sanctioning the leave.

910. Restrictions to leave.—An officer on first appointment will not be granted any leave, except casual or privilege leave or leave on m. c. until he has served two years with his unit and has also passed the examination prescribed for permanent retention in the I. A. or such other test as may be substituted for it. If the competent authority considers that an exception should be made on very urgent grounds he will refer the matter to the district commander, who may grant leave at his direction. If an officer appointed to the I. A. from *the U. L. or from a British unit, who has not qualified for retention* in the I. A., is granted leave on m. c. his case will be reported to the M. S., A. H. Q.

(f) Chaplains.

A. D. No. 141-Eccl. 21-4-24. **911.** A Chaplain, Church of Scotland, Indian Ecclesiastical Establishment, attached to *a regiment and likely to return to that or some* other regiment on the expiration of leave, may be granted leave, under the Fundamental Rules, up to a maximum of four months; but when the period of leave applied for exceeds four months, or [illegible] Chaplain applying for leave [illegible] the [illegible] the [illegible] rned with a view to his being granted the leave by that authority.

3. OFFICERS AND OTHERS IN CIVIL EMPLOY.

912. Military officers in civil employ.—An officer in permanent civil employ whose services are temporarily placed at the disposal of H. E. the Commander-in-Chief must obtain leave from the civil department, to which he will revert for that purpose.

Officers while in permanent civil employ are not affected by Indian Army leave rules, but if desirous of retiring on pension direct from such employment they will whether on duty or furlough, be given the benefit of the rule which allows all previous leave to count as service for pension.

[illegible]

ing in the civil department for less than three years

913. Military officers and others in civil employ are entitled to leave as under :—

(a) Officers subject to civil leave rules :—

(i) Privilege leave and leave of other kinds under Chapters XI, XII, XII-A and XIII, C S.R.

(ii) Combination of various kinds of leave subject to the conditions and limitations of Articles 232 and 233, C S R

(iii) Leave under Fundamental Rules Nos. 58 to 93 to those who come thereunder from and after 1st January 1922

NOTE.—The leave of Chaplains of the Church of Scotland attached to Scottish Regiments is regulated by Chapter XXVII of the C S R

(b) Officers subject to military leave rules :—

(i) Privilege leave under Chapter XII, C.S R Examination leave may also be granted in certain cases under the regulations in this Chapter.

(ii) Other leave under the military rules to which they are subject

(iii) Combination of privilege leave under (i) with (ii) subject to the conditions and limitations in Articles 232 and 233, C S R, but the period of absence from duty with pay must not exceed two years (See P and A Regulations.)

(iv) Leave under Fundamental Rule 100 to those who come thereunder from and after 1st January 1922.

NOTE.—The combined leave of an officer of the Indian Medical Service holding an administrative appointment is regulated by paragraph 892, unless he is subject to the Fundamental Rules

(c) Departmental officers with honorary rank, warrant and non-commissioned officers serving in a civil department :—

(i) Privilege leave under Chapter XII, C S R

(ii) Other leave under the military rules to which they are subject

(iii) Combination of (i) and (ii) subject to the conditions and limitations of Articles 232 and 233, C S.R., but the period of absence from duty with pay must not exceed two years. (See P. and A. Regulations.)

(iv) Leave under Fundamental Rule 100 to those who come thereunder from and after 1st January 1922.

[illegible] Rules :—

[illegible] and limitations of Articles 232 and 233, C.S.R.

No medical pupil is entitled to privilege leave until passed his examination.

permit of their returning to India to duty, their leave will be extended or they will be discharged if reported unfit for further service.

A.-33777 (A. G.-11). 922-A. All non-departmental W. Os. and all N. C. Os. on the U. L. may be granted special furlough under the conditions prescribed in paragraph 924.

A.-34484 (A. G.-11). 922-B. **Indian Corps of Clerks (British Wing).**—The grant of leave to officers, warrant officers and non-commissioned officers of the I. C. C (B. W.) will be governed by the corresponding rules prescribed for the departmental Section of the U. L.

5. *FURLOUGH AND LEAVE TO RANKS OF BRITISH UNITS, SIGNAL UNITS, PACK ARTILLERY AND ROYAL ENGINEERS.*

923. **Furlough conditions.**—Furlough for six months may be granted to the U K. or in the case of a soldier having his home in a colony, to such colony, under the following conditions:—

(i) He has not registered his name for the Home establishment.

(ii) No expense beyond that of conveyance is caused to the State.

(iii) He does not belong to a unit about to leave India, in which case furlough will only be exceptionally granted.

(iv) He has completed six years' continuous service abroad and is serving under an original or extended twelve years' engagement or has re-engaged.

A.-27605 (A. G.-11). (v) He has two years' unexpired service on return to India from such furlough.

Soldiers eligible:—

(a) Regimental w. os. and n. c. os. bandsmen, buglers, drummers, pipers, trumpeters.

A.-36998 (A. G.-11). (b) Wa [illegible] Signal Training Centre, India.

A.-24795 (A. G.-11). (c) N. c. os. and men pack artillery. Furlough under this rule is restricted to 5 per cent. per battery.

(d) Farriers, saddlers, assistant saddlers, saddler-tree makers, wheelers who are not n. c. os.

A.-33713 (A. G.-11). (f) Warrant officers and non-commissioned officers of the Armourer and Armament Artificers sections of the R. A. O. C.

A continuous Indian service R. E., non commissioned officer who has re-engaged to complete 21 years' service will be eligible for one year's furlough to the United Kingdom after each complete period of seven years' service in India. This rule will also be applicable to R. E. warrant and non-commissioned officers who are permitted to extend their service beyond 21 years.

Except in the case of a soldier having his home in a colony and wishing to proceed thereto, no furlough should be granted which would

[illegible]

last furlough Those sent home for courses of instruction may be allowed to reckon the period thus spent as Indian service for all purposes, provided they return to India by the first public opportunity after completion of the course.

For the purpose of reckoning service abroad—

(a) all service, in war or peace, within the United Kingdom, the Channel Islands or the Isle of Man will be considered as service at home·

(b) all service, in war or peace, outside the United Kingdom, the Channel Islands or the Isle of Man will be considered as service abroad:

(c) a period of service abroad will be considered as having been terminated by the beginning of any continuous period of six months' service at home:

(d) no period of less than six months' continuous service at home will be considered as breaking the continuity of a period of service abroad, but every such period of service at home will be excluded in reckoning six years' continuous service abroad.

924. [illegible]

ing agreement:—

"I fully understand that this furlough will be granted on the condition that I will extend my colour service to complete twelve years, or re-engage on becoming eligible to do so. In the event of my applying for transfer to the army reserve or discharge I am aware that I shall be required to refund to Government the cost of passage availed of on account of this furlough to and from the U. K. or the colonies. I will also be liable for the cost of passages provided for my family."

To the above agreement will be added a certificate by the unit commander or head of department to the effect that there is no reason why the soldier should not be permitted to extend or re-engage when eligible to do so.

The grant of furlough is conditional on the understanding that a soldier will not have less than two years' unexpired service on return to India from such furlough. This restriction may be waived by the district commander in the case of regimental w. os. and n. c. os. (if otherwise qualified and recommended) on the applicant furnishing

permit of their returning to India to duty, their leave will be extended or they will be discharged if reported unfit for further service.

A.-33777 (A. G.-11). **922-A.** All non-departmental W. Os. and all N. C. Os. on the U. L. may be granted special furlough under the conditions prescribed in paragraph 924.

A.-34484 (A. G.-11). **922-B. Indian Corps of Clerks (British Wing).**—The grant of leave to officers, warrant officers and non-commissioned officers of the I. C. C. (B. W.) will be governed by the corresponding rules prescribed for the departmental Section of the U. L.

5. *FURLOUGH AND LEAVE TO RANKS OF BRITISH UNITS, SIGNAL UNITS, PACK ARTILLERY AND ROYAL ENGINEERS.*

923. Furlough conditions.—Furlough for six months may be granted to the U. K. or in the case of a soldier having his home in a colony, to such colony, under the following conditions:—

(i) He has not registered his name for the Home establishment.

(ii) No expense beyond that of conveyance is caused to the State.

(iii) He does not belong to a unit about to leave India, in which case furlough will only be exceptionally granted

(iv) He has completed six years' continuous service abroad and is serving under an original or extended twelve years' engagement or has re-engaged.

A.-27605 (A. G.-11). (v) He has two years' unexpired service on return to India from such furlough.

Soldiers eligible:—

(*a*) Regimental w. os. and n. c. os. bandsmen, buglers, drummers, pipers, trumpeters.

A.-36998 (A. G.-11). (*b*) Warrant and N. C. Os. and men of the Indian Signal Corps borne on the Indi[illegible] to 5 per cent. of t[illegible] with the corps. [illegible] will be distribut[illegible] Signal Training Centre, India.

A.-24795 (A. G.-11). (*c*) N. c. os and men pack artillery. Furlough under this rule is restricted to 5 per cent. per battery.

(*d*) Farriers, saddlers, assistant saddlers, saddler-tree makers, wheelers who are not n. c. os.

A.-33713 (A. G.-11). (*f*) Warrant officers and non-commissioned officers of the Armourer and Armament Artificers sections of the R. A. O. C.

A continuous Indian service R. E., non-commissioned officer who has re-engaged to complete 21 years' service will be eligible for one year's furlough to the United Kingdom after each complete period of seven years' service in India. This rule will also be applicable to R. E. warrant and non-commissioned officers who are permitted to extend their service beyond 21 years.

Except in the case of a soldier having his home in a colony and wishing to proceed thereto, no furlough should be granted which would

[illegible]

For the purpose of reckoning service abroad—

(a) all service, in war or peace, within the United Kingdom, the Channel Islands or the Isle of Man will be considered as service at home:

(b) all service, in war or peace, outside the United Kingdom, the Channel Islands or the Isle of Man will be considered as service abroad

(c) a period of service abroad will be considered as having been terminated by the beginning of any continuous period of six months' service at home:

(d) no period of less than six months' continuous service at home will be considered as breaking the continuity of a period of service abroad, but every such period of service at home will be excluded in reckoning six years' continuous service abroad

924. Special furloughs.—A soldier having completed the quali- [illegible]

[illegible] ing agreement:—

"I fully understand that this furlough will be granted on the condition that I will extend my colour service to complete [illegible]

[illegible] family."

To the above agreement will be added a certificate by the unit commander or head of department to the effect that there is no reason why the soldier should not be permitted to extend or re-engage when eligible to do so.

The grant of furlough is conditional on the understanding that [illegible]

with his application for furlough a written and signed agreement in the following terms:—

"I fully understand that this furlough will be granted on the condition that, if so required, I will serve a further period of two years in India after my return from the said furlough; and if I should claim my discharge under the provisions of section 85, Army Act, or if I should apply for my discharge on reduced pension before the completion of such further period of service, I will be liable to refund to Government the cost of my passage of this furlough to and from the U. K. I will also be liable to the cost of the passages to the U. K. of my family.

"The equivalent of the cost of my passage from the U. K. to India shall be recovered from me in the event of my taking my discharge without returning to India."

To the above agreement will be added a certificate by the indivi- [illegible]

The cost of the passage will be based on the rates charged for payment furlough.

A.-29265 (A. G.-11). If a soldier is granted furlough on the condition that he extends his service or re-engages, and his application to do so is subsequently refused by the Officer-in-charge Records concerned he will not be called upon to refund the cost of his passage.

925. Payment furloughs.—Furloughs out of India other than those mentioned in paras. 923 and 924 may be granted as follows:—

Ordinary payment furloughs.—(a) To all regimental ranks (other than British Infantry serving at Aden), after two years' service in India, Burma or Aden, on payment of current authorised rates for the double journey by those eligible for and allotted 2nd or 3rd class passages, provided they fulfil the following conditions:—

(i) [illegible] some [illegible] ce at [illegible] time [illegible]

(ii) Every man shall be an efficient soldier, *i.e.*, in receipt of proficiency pay.

(b) Absence on furlough under these rules will not be held to break continuity of foreign service for purposes of transfer to the Home establishment.

(c) The furloughs granted under these rules are only to be granted during the summer months, the men proceeding home by the last transport of the trooping season and returning by the first of the

following season and are restricted to a total of 250 which are allotted as follows :—

Peshawar district	24
Rawalpindi district	16
Lahore district	2
Kohat district	5
United Provinces district	48
Presidency and Assam district	13
Allahabad brigade area	8
Poona district	24
Central Provinces district	37
Bombay district	5
Madras district	13
Baluchistan district	16
Sind-Rajputana district	8
Waziristan district	5
Burma independent district	8
TOTAL	250

Any redistribution of the above number of furloughs within commands may be authorised by the G. O. C.-in-C. concerned and any re-allotment between commands may be arranged between G. O.'s C.-in-C. provided that the total of 250 furloughs is not exceeded.

(*d*) Furlough as above may again be granted on completion of further qualifying period of service specified in (*a*).

Special payment furloughs.—A district commander may, if he is satisfied as to the urgency of the case, grant special payment furlough during the non-trooping season to any regimental soldier, for such period only as the circumstances necessitate.

The condition in (*a*) as regards length of service in India, character and proficiency pay may, in very urgent and special cases, be waived by the district commander.

The number of such furloughs granted shall be included in the total number of 250 in (*c*) which is not to be exceeded.

In the event of transport accommodation being provided the actual government rates shall be charged.

In the case of special payment furlough granted under this rule, the soldier shall pay his travelling expenses and the furlough will not be sanctioned until he has deposited with his unit commander for transmission to the O. C. records for safe custody, either a sufficient sum of money to provide for his return passage, or the return half of the passage ticket, if a return ticket has been purchased.

When a soldier granted payment furlough (ordinary or special) is accompanied by his family and provided with accommodation by Government, the following rates for passage will be charged. Q. M. G.'s case No. 56475.

For each member over eight years of age if provided with passage by transport, and twelve years of age and over if provided with passage by private steamer—actual Gov-

ernment rates according to the class of accommodation provided.

For each child over two and under eight years of age, if passage is provided by transport, and over three and under twelve years of age if passage is provided by private steamer—half the actual Government rates according to the class of accommodation provided

Infants under two years of age when travelling by transport, and one infant under three years of age when travelling by private steamer—free.

Additional children under three years of age when travelling by private steamer—½ fare each

926. Furlough to accompany family.—When a medical board recommend that a w o or n. c o above the rank of serjeant, a short term R E w. o or n. c o above the rank of serjeant, or a n. c. o. holding an appointment normally involving reversion to the rank of serjeant for purpose of absorption in the Home establishment, should accompany his sick family to the U. K., he may be granted furlough for six months. A serjeant or soldier below that rank, if entitled to furlough under para. 923, should be granted furlough, if he is not entitled to such furlough, he should be transferred to the Home establishment

In the case of a soldier of the R. E establishment not serving on a short engagement, he may be granted furlough up to 12 months, but should his wife be permanently invalided he shall have the option of reverting to the Home establishment in his corps rank.

[illegible]

by the district commander.

927. British soldiers. Leave in India.—The unit commander may grant furlough in India up to a maximum of six months to British soldiers of good character but during the training season this furlough will only be sanctioned as a special case Furlough granted to a soldier towards the termination of his army service for the purpose of taking up civil employment shall not exceed one month.

A.-24502 (A. G.-11). 60 days' privilege leave in the year is admissible to R. E. soldiers of the Indian establishment. Ninety days is admissible when these soldiers are serving in the districts and at the stations referred to in para. 880. Accumulated privilege leave is admissible under para. 880 A.

A.-24718 (A. G.-11). R. E. Soldiers of the Indian Establishment may be permitted to avail themselves, either in or out of India of any privilege leave that they may have to their credit pending discharge Those who have no privilege leave due to them may be granted one month's furlough in India pending discharge for the purpose of taking up civil employment.

The grant of furlough to a soldier with no privilege leave to his credit who is proceeding to the United Kingdom for discharge, will be governed by the rules prescribed in para. 1589, King's Regulations.

Casual leave may be granted up to ten days.

Unit commanders will report the names of soldiers granted leave, and the dates between which leave is granted, to the O. C. Station to which the soldier is proceeding on leave. A.-38634 (A. G.-11).

[illegible]

Extensions of leave up to a maximum of eighteen months may be sanctioned at the discretion of the Secretary of State provided the medical board at the India Office consider that there is a reasonable prospect of the soldier becoming fit for further service in India within that period.

Soldiers of the Royal Engineers who have elected continuous Indian service may be granted leave in India on the recommendation of a medical board up to six months in the first instance, which may be extended to one year. A.-29021 (A. G.-11).

929. Signal corps m. c. leave.—Furlough out of India on m. c. for a period of six months, which may be extended to twelve months if necessary, may also be granted to soldiers of the Indian Signal Corps, who have extended their service to complete twelve years, or who have re-engaged.

Extension of leave up to a maximum of eighteen months may be sanctioned at the discretion of the S. of S., provided the Medical Board as the India Office consider that there is a reasonable prospect of the soldier be oming fit for further service in India within that period.

930. Schoolmistresses.—Schoolmistresses who have completed a total of 5 years abroad and have extended their service for another five years may be granted furlough for six months.

Leave on medical certificate ex-India may be granted to Army Schoolmistresses for six months, and in exceptional cases, up to a maximum of 2 years. A statement showing the amount of leave granted, with a copy of the Medical Board proceedings, will be forwarded direct to the India Office by the authority sanctioning the leave.

Leave on medical certificate in India may be granted up to a maximum of six months. A statement showing the amount of leave granted, with a copy of the Medical Board proceedings, will be forwarded direct to the Chief of the General Staff by the authority sanctioning the leave. A.-21117 (G. S. M. T.-2).

930-A. Leave on m. c. or p. a. to a colony.—The procedure prescribed in paras. 909 and 909-A for officers of the Indian Service will be followed in reporting the grant of leave, extensions of leave. A.-24237 (A. G.-1

etc., to departmental officers and warrant non-commissioned officers and of the Indian establishment proceeding on leave on p. a. direct from India to a dominion or colony outside Europe. In the case of leave on m. c. a statement showing the amount of leave granted, etc., and a copy of the medical board proceedings will be forwarded direct to the India Office by the authority sanctioning the leave.

6. INDIAN OFFICERS HOLDING THE VICEROY'S COMMISSION, INCLUSIVE OF THOSE HOLDING THE KING'S HONORARY COMMISSION, SOLDIERS AND ENROLLED FOLLOWERS OF THE INDIAN ARMY.

931. **Furlough.**—Up to 2½ months' furlough annually may be granted at the discretion of unit commanders to all Indian officers, soldiers and enrolled followers Normally furlough will be inadmissible to recruits with less than two years' service but in exceptional cases it may be granted at the discretion of unit commanders.

Furlough will ordinarily be admissible during the following periods:—

(a) 5 months in the year.
(b) 7½ months in the year.
(c) 10 months in the year.

District commanders will decide the periods during which and the months during which furlough will be open.

Exceptions.—Furlough will be open all the year round in the case of:—

(i) Units stationed in the Waziristan District, the Zhob Independent Brigade Area and the Khyber.
(ii) Training Battalions, and Corps Headquarters and Depot Com- [illegible] Sappers and Miners [illegible]
(iii) Schools of Instruction.
(iv) Clerical establishments of units.
(v) The Indian Army Ordnance Corps, and the sepoy establishment of the Proof and Experimental Establishment, Balasore.
(vi) The Indian Army Service Corps (including personnel serving in Kashmir and Gilgit).
(vii) The Indian Army Veterinary Corps.

The percentage to be absent at one time will be a matter for the discretion of brigade commanders, subject to the approval of district commanders, except that in the case of (v) and (vi) above the percentage shall not exceed 15.

Special cases—

(a) A unit commander may grant a soldier or an enrolled follower a further instalment of his next years' furlough

upto a limit of 2½ months, in addition to his normal annual furlough An instalment of furlough may also be granted to men on casual leave

(b) District commanders may permit soldiers or enrolled followers to accumulate furlough up to 7½ months, when their homes are abnormally distant.

(c) His Excellency the Commander-in-Chief may sanction the grant of furlough to Indian officers up to a maximum of twelve months in all.

Passage concessions—Free return passages by rail, or in certain cases by rail and sea, are admissible to all soldiers and enrolled followers to and from the railway stations nearest to their homes, also by rail to the families of Gurkha soldiers (when proceeding on furlough) up to 33⅓ per cent of the authorised establishment of the unit annually. The details of these passage concessions are contained in A. R. I., Vol. X (Passage Regulations, India)

Waziristan—Indian officers, soldiers and enrolled followers who have been prevented from taking their annual furlough during their tour of duty in Waziristan may be permitted to accumulate their furlough irrespective of the distance from their homes, and to take the accumulated furlough with their normal annual furlough on return to their normal stations.

Officers Commanding units under orders for Waziristan may, at their discretion, extend the annual furlough of a proportion of their men during the furlough season before proceeding to Waziristan under the provisions of paragraph 931(a)

Chitral—2½ months special furlough will be granted to Indian officers, soldiers and enrolled followers before going to Chitral. A similar concession will be admissible on return to their normal station on completion of their tour. This special furlough will be *in addition* to the normal annual furlough and should generally be taken in continuation of ordinary furlough

The Aden Troop—

(a)) Furlough will be open all the year round.

(b) Furlough up to a maximum of 7½ months will only be admissible once in three years.

(c) Annual furlough will not be admissible.

932. Furlough for units proceeding and returning from [illegible] A.-30380 A G.-1[illegible]

[illegible]

granted furlough as under prior to leaving their stations *en-route* for overseas :—

3 years stations	3½ months.
2 year stations	2½ "

[illegible]

lough granted under this paragraph will be in addition to normal annual furlough, provided that the latter was taken prior to the receipt of orders for the move of the unit overseas

While absent *from India furlough will be suspended, unless the* tour of service overseas is extended beyond the normal tour, in which case the special orders of His Excellency the Commander-in Chief will be obtained.

Furlough with free return passage by rail and sea to and from their homes in India, up to a maximum of eight annually for each overseas station, may be granted at the discretion of the force commander in extreme compassionate cases.

The grant of furlough (or leave) to drafts proceeding to join units at overseas stations will be restricted in accordance with the following scale —

3 years stations

If proceeding —

(i) Within 6 month's of the units departure . . 3½ months' furlough.

(ii) More than 6 and less than 12 months after the unit's departure . . . . . . 2½ months' furlough.

(iii) More than 12 and less than 18 months' after the unit's departure . . . . 2 months leave

(iv) More than 18 months after the unit's departure 1 mo-th's leave.

2 year stations

If proceeding .—

(i) Within 6 months of the unit's departure . 2½ months' furlough.

(ii) More than 6 and less than 12 months after the unit's departure . . . 1½ months' leave.

(iii) More than 12 months after the unit's departure 1 month's leave.

These rules will also apply to Indian soldiers, and enrolled followers detailed for a definite tour of duty with formations permanently located at overseas stations.

933. Casual leave.—Casual leave may be granted at the discretion of unit commanders.

934. Furlough and leave out of India.—Applications from Indian officers or soldiers for casual leave or furlough out of India will be submitted through the usual channel to the Government of India at least two months before the date on which the applicant in each case desires to avail himself of the leave, and will contain full reasons for the application, together with a statement of the route to be traversed. Indian officers or soldiers proceeding to the United Kingdom will report themselves at the India Office immediately on arrival.

When travelling in foreign countries, they will make their presence known to the proper British officials (if any) in the place visited.

935. Furlough Certificate.—A certificate (I. A. F. L.-1182) will be given to every combatant and non combatant proceeding on casual leave or furlough.

936. Overstayal of leave or furlough.—If a soldier or enrolled follower overstays his furlough or casual leave, the unit commander may grant him an instalment of his next year's

furlough up to a limit of 2½ months under paragraph 931 (a) on satisfying himself that the man's overstayal was unavoidable.

A further extension up to 3½ months, making a total of six months in all, may be sanctioned by the brigade commander provided he is satisfied that the man's continued absence for over 2½ months was unavoidable

937. **Religious teachers.**—Granthis, moulvis, pandits and hy pongies may be granted leave up to two months (three months in the case of those serving with Indian units in Burma and at Aden) on full pay annually, provided that no extra expense is thereby incurred A.-32371 (A. G.-11).

938

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7 FOLLOWERS.

940 Enrolled followers.

The army nomenclature of certain followers is shown in Appendix XXXII.

941. **Substitutes.**—District commanders may sanction the employment of substitutes in the place of enrolled or attested followers during authorised absence, or sickness, provided that the duties pertaining to the absentees cannot be carried out by other followers of the unit concerned or by followers loaned from another unit in the same station. A.-39455 (A. G.-11).

942. **Unenrolled followers.**—An unenrolled follower may be granted leave provided the state is put to no extra expense as follows :—

(a) Casual leave up to 20 days.

(b) Leave without pay for short periods as fixed by the unit commander.

(c) Leave on m. c. up to six months without pay.

APPENDIX I.

DESERTION OR ABSENCE WITHOUT LEAVE, INDIAN ARMY.

1. **Action.**—If a person subject to the I. A. A. deserts, or is absent without leave, the unit commander will at once furnish the following particulars to the civil authorities :—

Place, date of desertion or absence, regimental number, rank and name and unit Father's name, tribe or caste sub-tribe, village, tehsil, thana, district or agency, distinguishing marks or any other information which will assist in effecting the prompt arrest of the offender.

The above information will be furnished without delay to :—

(a) **Local police**.—The verification roll, I. A. F. K.-1152, if available, will also be sent to the police, who will be informed of the date and place of recruitment, and, if possible, name and address of recruiter

(b) **Railway police.**

A.-20680 (A. G.-8) (c) Superintendent of Police of the civil district to which the man belongs, or the Commissioner of Police concerned if the man belongs to Calcutta, the city of Bombay, the city of Madras or Rangoon.

(d) To one of the following if the man is a resident of Burma or Assam :—

(i) D. I. G. of Police for Railways and Criminal Investigation, Rangoon.

(ii) Special Superintendent of Police in charge of the C. I. D., Shillong.

2. **Residents of Indian States**.—In the case of a man residing in an Indian state, the unit commander will address the political officer mentioned below :—

Name of State	Designation of Political Officer.	Headquarters.
Baroda	Resident at Baroda . .	Baroda
Hyderabad	Resident at Hyderabad . .	Hyderabad (Deccan)
Mysore . .	Resident in Mysore . . .	Bangalore
Gwalior	Resident at Gwalior . . .	Gwalior.
Indore . .	Agent to the Governor General in Central India.	Indore
Rewa and Maihar . .	Political Agent in Baghelkhand .	Satna
Bhopal, Khilchipur Narsingarh and Rajgarh.	Political Agent in Bhopal . .	Sehore

Name of State	Designation of Political Officer	Headquarters
Alirajpur, Barwani, Dhar and Jhabua.	Political Agent in the Southern States of Central India	Manpur
Ajaigarh, Baoni, Bijawar, Charkhari, Chhatarpur, Datia, Orchha, Panna *and Samthar*	Political Agent in Bundelkhand	Nowgong
Dewas (Senior and Junior Branch), Jaora, Ratlam Sailana and Sitamau	Political Agent in Malwa	Neemuch
Kashmir	Resident in Kashmir	Srinagar (in summer) and Sialkot (in winter)
Bikaner, Sirohi and Jhalwar	Agent to the Governor-General in Rajputana	Abu
Alwar, Bharatpur, Dholpur Karauli and Kotah	Political Agent in the Eastern States of Rajputana	Bharatpur
Bundi and Tonk	Political Agent, Haraoti and Tonk	Deoli
Jaipur and Kishangarh	Resident at Jaipur	Jaipur
Jaisalmer and Jodhpur (Mewar)	Resident in the Western States of Rajputana	Jodhpur
Udaipur (Mewar)	Resident in Mewar	Udaipur
Banswara, Dungarpur and Partabgarh	Political Agent, Southern Rajputana States	Dungarpur
Travancore and Cochin	Resident in Travancore and Cochin	Trivendrum
Pudukottai	Political Agent for Pudukottai	Trichnopoly
Cooch Behar	Political Agent, Cooch Behar	Jalpaiguri
Tripura (formerly known as the Hill Tippera State)	Political Agent, Tripura State	Agartala
Benares .	Governor's Agent for Benares	Benares
Rampur .	Governor's Agent for Rampur	Rampur
Tehri (Garhwal)	Governor's Agent for Tehri	Naini Tal
Bhavnagar, Dhrangadra, Dhrol, Gondal, Junagadh (Junagarh), Limbdi (Limri) Morvi, Navanagar (Nawanagar), Palitana Porbandar Rajkot, Vankaner (Wankaner), and Wadhwan (Vadwan).	Agent to the Governor in Kathiawar	Kathiawar and Rajkot
Kolhapur, Mudhol and Sangli	Resident, Kolhapur and Southern Maratha Country States Agency	Kolhapur
Cutch . .	Political Agent, Cutch . .	Bhuj, Cutch
Idar and Danta	Political Agent, Mahi Kantha .	Sadra
Khairpur	Political Agent, Khairpur .	Sukkur
Cambay . . .	Political Agent, Cambay . .	Kaira.
Janjira . . .	Political Agent, Janjira . .	Alibag

A.-26719 (A. G.-11).

Name of State	Designation of Political Officer.	Headquarters
Palanpur and Radhanpur .	Political Agent, Palanpur . .	Palanpur.
Balasinor (Vadasinor), Bariya, Chotta Udepur (Mohan), Lunawada, Rajpipla, and Santh.	Political Agent, Rewa Kantha .	Godhra.
Bansda, Dharampur and Sachin	Political Agent, Surat .	Surat
Savantvadi .	Political Agent, Savantvadi. .	Savantvadi.
Jawhar . . .	Political Agent, Jawhar . .	Thana.
Jind, Nabha and Patiala .	Political Agent, Phulkian States .	Chail (in summer) and Patiala (in winter)
Bahawalpur, Faridkot and Maler Kotla	Political Agent, Bahawalpur	Bahawalpur.
Kapurthala, Mandi and Suket	Commissioner, Jullunder .	Jullunder .
Bilaspur (Kahlur) . .	Superintendent, Simla Hill States	Simla
Chamba . . .	Commissioner of Lahore .	Lahore
Loharu and Sirmur (Nahan)	Commissioner of Amballa .	Amballa.

APPENDIX II.

FURLOUGH AND LEAVE.

1. Applications will be submitted on the following forms. Officers [illegible]

establishment, I. A F.L.-1174 Those officers of the Cantonments Department who are subject to military leave rules, will submit their applications on I. A. F. L.-1170 and those subject to civil leave rules, on the form prescribed for Officers of Civil Departments.

2. Applications of officers for combined leave which includes a period of privilege leave exceeding 60 days will be submitted to the sanctioning authority through the C M. A. concerned. 32864-A. D.

3. Notification of leave will appear in the orders issued by the sanctioning authority.

Item	Application from	Channel of submission	Authority for sanctioning leave in or ex-India	Authority for sanctioning privilege leave
	STAFF, COMMANDS, AND SCHOOLS OF INSTRUCTION			
1	G O C-in-C . .	Direct to M S, A H. Q	C-in-C. .	C.-in-C.
2	General Officers Commanding Districts, Brigades or Brigade Areas	Usual channel to M S, A H. Q	C-in-C . .	G O. C-in-C.
2(a)	Officers Commanding Brigades or Brigade Areas	Command or Independent District H Q	G O C.-in-C, or G O C, Independent District	G O C-in-C. or G O C, Independent District
3	Officers at A H Q	M S, A H Q	C in C	C-in C
4	Officers at command H Q		G O C-in-C	G O C-in-C
5	Officers at district or brigade H Q	Command H. Q	District commander, officers 1st grade ex-India, G O C.-in-C	District or brigade commander as case may be.
6	Staff officers in stations.	Usual channel	District commander	Brigade commander
7	Commandant and instructors at staff college and other schools of instruction	Through C G. S to M S, A H Q	C in C	C-in-C. in case of commandant and commandant in other cases.
7(a)	Student at the Staff College, Quetta	Through the Adjutant, S. C	*District commander in which unit is stationed.	†Comdt., Staff College

02096 M. S.

A.-23631 (A. G.-11).

* Applications for *combined leave*

† Commandant, Staff College, may grant privilege leave up to the maximum amount due either in or ex-India

APPENDIX III.

RULES RELATING TO THE POSSESSION OF PRIVATE ARMS BY INDIAN OFFICERS, BRITISH AND INDIAN OTHER RANKS.

1 General Provisions.—The Indian Arms Act provides that any person disposing of arms, which he possesses, for his own private use to any other person not entitled by law to possess the same, is liable to be punished with imprisonment for three years, with fine, or with both.

If any person wishes to dispose of arms and ammunition either by private sale, public auction or otherwise, he will ascertain that the would-be purchaser is a person entitled by law to possess the same; and if such person's name does not appear in the official army or civil lists, he will apply to the magistrate or deputy commissioner of the district, or to the local political officer, as the case may be, for permission for the transaction to take place. In the case of an individual under the rank of officer, the above procedure will be conducted through the unit commander.

2. British Soldiers—Fire-arms purchased by British soldiers will be inspected by the armourer serjeant or armament artificer, and passed by the unit commander. A register will be kept of all arms, in which will be recorded description, sales or other disposals. Private arms supplied by Government for sporting purposes will be inspected monthly by the armourer serjeant or armament artificer.

3. Indian Officers.—An Indian officer is allowed, after having obtained a license, for which no fee will be charged, to carry or possess, for his personal use, arms and ammunition to the extent and under the restrictions prescribed in schedule I, Indian Arms Rules, 1920.

4. Exemption for certain retired Indian officers—A retired [illegible] who was exempt under the [illegible] fore coming into force of [illegible] from the provisions of [illegible] 1878.

5. Swords of Indian officers.—A pass is not required for the regimental sword of an Indian officer proceeding on leave or furlough, if permission to carry it is entered on his furlough certificate.

6. Purchase of arms by Indian officers and other ranks.—An Indian officer or soldier shall not purchase arms or ammunition unless

(i) he has been furnished by competent authority with a written permit specifying, in the case of arms, the period for which it is valid and, in the case of ammunition, the amount purchasable on the occasion of each individual purchase.

(ii) The arms and ammunition are purchased from a person entitled under the Indian Arms Act, 1878 (XI of 1878) and Indian Arms Rules 1920, to possess or sell arms or ammunition

(iii) The arms and ammunition so purchased by him and the arms and ammunition already possessed by him do not exceed the numbers and quantity authorised by these rules

7. Indian soldiers—An Indian soldier is allowed, after having obtained a license for which no fee will be charged, to carry or possess, for his personal use, one gun or pistol, one sword, dagger or knife, twenty cartridges, or an equivalent quantity of powder, bullets or shot, and caps The conditions are -

(a) The soldier shall be of good character

(b) The arms shall not be of a class superior to that of the arm in use in the Indian Army, nor a rifle of ·303 bore, nor a rifle of 450 bore imported subsequent to the 11th September 1906, and he may not possess ammunition which can be fired from a 303 rifle

(c) The possession of arms and ammunition to which these rules apply will be immediately reported and their description entered in the private arms register maintained in the unit, extracts of which shall be sent with the man's documents when he is transferred

(d) All arms will be kept in the armoury while the soldier is with his unit

(e) The loss of arms or ammunition will be immediately reported.

(f) If he wishes to take his arms on furlough or leave, he will obtain a pass from his unit commander. This pass will be produced on return, together with the arms to which it relates The unit commander will satisfy himself that the arms have not been changed, failure to produce the arms or pass will be punished by deprivation of a pass for one year, which should be communicated to the magistrate or political officer concerned If an absentee is found in possession of arms and ammunition not covered by a pass, he will be made over to the military authority for trial.

8. Passes.—Every pass shall be granted by the unit commander who shall not delegate his authority. The pass shall contain—

(a) A full description of arms, with a record of their distinctive marks, and ammunition authorized by the pass.

(b) The parentage, religion, class, tribe and home of the holder of the pass.

The magistrate or political officer of the district in which the pass holder intends to reside shall be furnished with a duplicate copy of the pass by the unit commander in the case of men proceeding on leave or furlough. When passes are cancelled or withdrawn, the civil officer will be informed.

A pass shall not be granted to an Indian officer or soldier whose home is situated beyond the N.-W. Frontier, unless he shall have obtained, from his clansmen in the unit, a deposited security to the full trans-frontier value for the return of any arm which it is purposed to take away. The brigade commander will decide what is the trans-frontier value of any arm.

9. Disposal of arms near the frontier.—An Indian officer or soldier shall not, unless authorized by competent authority, give or otherwise transfer any rifle to which these rules apply, to any Indian whose home is situated near or beyond the N.-W. Frontier.

10. Forfeiture of security.—When an arm, for which security has been deposited, and a pass granted, is not returned the security shall be forfeited and the clansmen of the defaulter shall, for a period not exceeding two years, be precluded from taking arms on furlough. These cases will be reported to the district commander.

11. Special license for exporting arms outside British India.—An Indian soldier at the time of his discharge, possessing a weapon requiring a license, shall be warned, if his home is situated beyond the limits of British India, that he shall obtain, through his unit commander an export license from the Foreign and Political Department, except in the case of a kukri of a Gurkha proceeding to Nepal.

No export license will be granted to a trans-frontier tribesman, except for arms certified by his unit commander to have been brought from his home on enrolment.

12. Pensioners and reservists.—An Indian soldier before transfer to pension or reserve wishing to retain his private arms, subject to the extent specified in the first paragraph of this appendix, will fill in a form in triplicate and give a full description of the arms in [illegible]

13. Applications of pensioners and reservists for renewal of license.—An application by a pensioner or reservist for renewal of license, free of license fee, will be submitted to the civil authority, through the unit commander.

14. Offences committed by pensioners or reservists.—Offences under the Arms Act and Rules, committed by pensioners and reservists will be dealt with in the ordinary manner, by the civil authorities.

15. Report of loss of arms by pensioners and reservists.—Every soldier before transfer to the pension establishment or reserve, and every reservist before returning home after training, shall be warned by his unit commander that he must report the loss or theft of any arms covered by his license, to the nearest police station as required by the conditions on the license form.

16. Passes not to be given to discharged soldiers or reservists.—Soldiers and reservists on leaving the army cannot be granted arms, passes and any such passes will be withdrawn from them.

17. Sikh kirpans.—All kirpans possessed or carried by Sikhs while serving in the army are exempt from the operation of the Indian Arms Act, 1878, and Indian Arms Rules, 1920, provided they conform to the measurements laid down, *viz.*, a maximum length of blade of 9 inches and a maximum width of 1½ inches

A pass shall not be granted to an Indian officer or soldier whose home is situated beyond the N.-W. Frontier, unless he shall have obtained, from his clansmen in the unit, a deposited security to the full trans-frontier value for the return of any arm which it is purposed to take away. The brigade commander will decide what is the trans-frontier value of any arm.

9. Disposal of arms near the frontier.—An Indian officer or soldier shall not, unless authorized by competent authority, give or otherwise transfer any rifle to which these rules apply, to any Indian whose home is situated near or beyond the N.-W. Frontier.

10. Forfeiture of security.—When an arm, for which security has been deposited, and a pass granted, is not returned the security shall be forfeited and the clansmen of the defaulter shall, for a period not exceeding two years, be precluded from taking arms on furlough. These cases will be reported to the district commander.

11. Special license for exporting arms outside British India.—An Indian soldier at the time of his discharge, possessing a weapon requiring a license, shall be warned, if his home is situated beyond the limits of British India, that he shall obtain, through his unit commander an export license from the Foreign and Political Department, except in the case of a kukri of a Gurkha proceeding to Nepal.

No export license will be granted to a trans-frontier tribesman, except for arms certified by his unit commander to have been brought from his home on enrolment.

12. Pensioners and reservists.—An Indian soldier before transfer to pension or reserve wishing to retain his private arms, subject to the extent specified in the first paragraph of this appendix, will fill in a form in triplicate and give a full description of the arms in respect of which he desires exemption from payment of license fees. [illegible]

13. Applications of pensioners and reservists for renewal of license.—An application by a pensioner or reservist for renewal of license, free of license fee, will be submitted to the civil authority, through the unit commander.

14. Offences committed by pensioners or reservists.—Offences under the Arms Act and Rules, committed by pensioners and reservists will be dealt with in the ordinary manner, by the civil authorities.

15. Report of loss of arms by pensioners and reservists.—Every soldier before transfer to the pension establishment or reserve, and every reservist before returning home after training, shall be warned by his unit commander that he must report the loss or theft of any arms covered by his license, to the nearest police station as required by the conditions on the license form.

16. Passes not to be given to discharged soldiers or reservists.—Soldiers and reservists on leaving the army cannot be granted arms, passes and any such passes will be withdrawn from them.

17. Sikh kirpans.—All kirpans possessed or carried by Sikhs while serving in the army are exempt from the operation of the Indian Arms Act, 1878, and Indian Arms Rules, 1920, provided they conform to the measurements laid down, *viz.*, a maximum length of blade of 9 inches and a maximum width of 1½ inches

A pass shall not be granted to an Indian officer or soldier whose home is situated beyond the N.-W. Frontier, unless he shall have obtained, from his clansmen in the unit, a deposited security to the full trans-frontier value for the return of any arm which it is purposed to take away. The brigade commander will decide what is the trans-frontier value of any arm.

9. Disposal of arms near the frontier.—An Indian officer or soldier shall not, unless authorized by competent authority, give or otherwise transfer any rifle to which these rules apply, to any Indian whose home is situated near or beyond the N.-W. Frontier.

10. Forfeiture of security.—When an arm, for which security has been deposited, and a pass granted, is not returned the security shall be forfeited and the clansmen of the defaulter shall, for a period not exceeding two years, be precluded from taking arms on furlough These cases will be reported to the district commander.

11. Special license for exporting arms outside British India.—An Indian soldier at the time of his discharge, possessing a weapon requiring a license, shall be warned, if his home is situated beyond the limits of British India, that he shall obtain, through his unit commander an export license from the Foreign and Political Department, except in the case of a kukri of a Gurkha proceeding to Nepal.

No export license will be granted to a trans-frontier tribesman, except for arms certified by his unit commander to have been brought from his home on enrolment

12. Pensioners and reservists.—An Indian soldier before transfer to pension or reserve wishing to retain his private arms, subject to the extent specified in the first paragraph of this appendix, [illegible]

13. Applications of pensioners and reservists for renewal of license.—An application by a pensioner or reservist for renewal of license, free of license fee, will be submitted to the civil authority, through the unit commander.

14. Offences committed by pensioners or reservists.—Offences under the Arms Act and Rules, committed by pensioners and reservists will be dealt with in the ordinary manner, by the civil authorities.

15. Report of loss of arms by pensioners and reservists.—Every soldier before transfer to the pension establishment or reserve, and every reservist before returning home after training, shall be warned by his unit commander that he must report the loss or theft of any arms covered by his license, to the nearest police station as required by the conditions on the license form.

16. Passes not to be given to discharged soldiers or reservists.—Soldiers and reservists on leaving the army cannot be granted arms, passes and any such passes will be withdrawn from them.

17. Sikh kirpans.—All kirpans possessed or carried by Sikhs while serving in the army are exempt from the operation of the Indian Arms Act, 1878, and Indian Arms Rules, 1920, provided they conform to the measurements laid down, *viz.*, a maximum length of blade of 9 inches and a maximum width of 1½ inches

APPENDIX IV.

LIST OF OFFICERS AUTHORIZED TO SEND "CLEAR THE LINE" AND "PRIORITY" TELEGRAMS WITHIN INDIAN LIMITS.

(a) Clear the line.

1. Assistant Military Secretary (Personal) to H. E. the C.-in-C.
2. Chief of the General Staff
3. Senior general staff officer at headquarters in the absence of H. E. the C-in-C or the Chief of the General Staff from headquarters
4. Adjutant-General
5 Quartermaster-General

5-A. Master-General of Supply.

6 Military Secretary, Army Headquarters.

7 Officer in charge of the Railway Control Section of the Quartermaster-General's Branch.

8. General Officers Commanding-in-Chief.

18165 (G. S. S. D.-2.) 9 1st and 2nd class district commanders at Allahabad and Delhi Independent Brigade Area and Aden Brigade

10 Senior staff officer of each command or district headquarters [illegible]

64358 (Q. M. G.-2). 13. Embarkation Commandants, Bombay and Karachi

12. Director of Military Operations

NOTE 1 —The power of clearing the line is limited, in the case of the General Officers Commanding and senior staff officers named above, to messages addressed to the Army Department, to Army headquarters and to the General Officers Commanding-in-Chief, Commands

NOTE 2 —The officer in charge of the cipher section of the General Staff Branch at A. H Q is authorized to sign Inland cipher telegrams as "clear the line" in cases where the copy of the telegram *en clair* had previously been endorsed as "clear the line" by an officer already empowered to issue such an order

(b) Priority.

1. Chief of the General Staff.
2 Adjutant-General
3. Quartermaster-General.

3-A. Master General of Supply.

4 Officer in charge Railway Control Section of the Quartermaster-General's Branch.

5. Assistant Military Secretary (Personal) to H. E. the C.-in-C.
6. Military Secretary, Army headquarters.
7. General Officers Commanding-in-Chief.
8 Deputy Adjutant and Quartermaster-General of a command
9. Colonel on the Staff of a command.
10. Deputy Director of Medical Services of a command.

} In his absence the next senior officer present.

11. General Officers Commanding 1st and 2nd class districts.
12. Deputy Adjutant and Quartermaster-General of a district.
13. Senior General Staff Officer of a district.
14. Assistant Adjutant and Quartermaster-General of a district.
15. Assistant Director of Medical Services of a district.
16. Colonel commandants of Indian cavalry and infantry brigades, or in their absence the brigade majors.
17. Colonel Commandants of brigade areas, or in their absence the brigade majors.

18. Officers commanding, Agra, Amritsar, Aurangabad, Bakloh, Belgaum, Benares, Cawnpore, Chitral, Dagshai, Dalhousie, Dargai, Deolali, Dharamsala, Fatehgarh, Fyzabad, Lansdowne, Madras, Malakand, Mandalay, Mardan, Meerut, Mhow, Multan, Muttra, Naini Tal, Nowgong Nowsherabad, Poona, Ranikhet, Roorkee, Saugor, Secunderabad, Wellington

19. Embarkation commandants, Bombay and Karachi
20 Assistant Director, I A S C. (Embarkation), Bombay.
21 Assistant Director of Railway Transport, Lahore
22 Railway Transport Officers, when not serving immediately under A Ds. R T

APPENDIX V.

RULES REGARDING THE AWARD OF MERITORIOUS SERVICE AND GOOD CONDUCT MEDALS, BRITISH AND INDIAN TROOPS.

1. British troops.

(a) GENERAL.

1. A warrant officer is entitled to wear the medal "for meritorious service", which may have been granted to him as a serjeant, and whether in a department or public office, to retain the medal "for long service and good conduct" granted him before his promotion to the warrant grade For allowances to which entitled, see P. and A. Regulations.

(b) MERITORIOUS SERVICE MEDALS WITH ANNUITY.

2. A silver medal for "Meritorious Service" may be awarded to a soldier above the rank of corporal, selected for an annuity for long, valuable and meritorious service. For the annuities admissible, see P. and A. Regulations.

3. **Eligibility.**—The following are eligible for the award of the Meritorious Service Medal with annuity:—

(a) British warrant and non-commissioned officers above the rank [illegible] missioned officers.

(b) British warrant and non-commissioned officers of—
(i) garrisons and depots.
(ii) the Viceroy's and Governors' bands,
(iii) Sappers and Miners, including D. L. sections,
(iv) the Indian Signal Corps.

(c) Auxiliary Force, India, instructors who belong to the unattached list

(d) Farrier quartermaster serjeants and serjeant-farriers employed in chief and branch veterinary station hospitals.

(e) Provost-serjeants.

A.-32091 (A. G.-9). (f) W-rant officers, staff-serjeants and serjeants of the Indian Corps of Clerks (British Wing)

NOTE —Superintendents and assistant superintendents of military prisons and detention barracks, have no claim to these rewards

4. **Promotion of annuitant.**—In the event of an annuitant being promoted to a commission, he retains the medal but relinquishes the annuity which becomes available for disposal with a new medal.

5. **Selection of candidates.**—Registers of qualified candidates for the meritorious service medal with annuity will be maintained by

the general officers commanding-in-chief and general officer commanding, Burma district. The names of candidates will be arranged on the registers, according to the marks they obtain, under the following scale of marks :—

	Marks.
Service out of India, for each complete year	½
Service in India for each complete year ..	1
For each campaign .. .	1
For each war medal .	2
For each clasp	1
For the Victoria Cross	5
For the distinguished conduct medal . .	3
For the military medal .	2
For each other decoration	1
For each wound	1
For special service	1

On the occurrence of a vacancy, the names of the candidates at the top of the registers will be called for by A H Qrs A candidate's name will not, however, be removed from the register until a notification appears in I A Orders that the candidate has been awarded the medal with annuity.

The selection of the candidate and the award of the medal rest solely with H. E. the Commander-in-Chief, and the name of the recipient, as well as that of an annuitant granted an enhanced annuity will be published in India Army Orders.

On the occurrence of a vacancy an annuitant has no claim to be advanced from a lower to a higher rate.

The register should be examined annually and particulars of candidates should be verified. Registered candidates, who have left the service, should be informed that they should keep the command or district office, in which their names are registered, informed of any change likely to affect their claim to the medal.

MERITORIOUS SERVICE MEDAL WITHOUT ANNUITY.

6. For instructions regarding the award of the meritorious service medal without annuity to British ranks, see the K. R. and Pay Warrant.

(d) GOOD CONDUCT MEDALS.

[illegible]

soldiers of the U. L., have not been removed therefrom at any time for misconduct.

Recommendations are considered half-yearly as laid down in I. A. F. Z-2000. Warrant officers, class I, are ineligible for the award of the gratuity of £5, but warrant officers, class II, and all other ranks are eligible for the medal with gratuity.

2. Indian troops.

(a) General.

1. Meritorious service, long service and good conduct medals.—Silver medals are granted for meritorious service, long service and good conduct as follows:—

(i) For meritorious service, with annuity.

(ii) For long service and good conduct, with gratuity.

(iii) For long service and good conduct, without gratuity.

2. Scale of medals—

Corps	Medals for meritorious service with annuity, awarded as vacancies occur	Medals for long service and good conduct, awarded annually		Remarks
		With gratuity	Without gratuity	
Artillery units (horse and field batteries and ammunition columns, pack and medium batteries and F G A)	13	26	13	(a) One between the Indian coast artillery and the Indian Army Ordnance Corps, including Proof and Experimental Establishment, Balasore, vacancies being filled by each alternately. (b) One between the two corps, vacancies being filled by each corps alternately (c) Transport branch, quartermaster and kot dafadars and veterinary assistants (other than those ranking as Indian officers) (d) Applicable to men enrolled on or after the 21st March 1917, and to those prior to that date who have elected the new conditions as combatants
Cavalry regiments	1	2	1	
Infantry battalions and Mewar Bhil Corps	1	2	1	
Indian personnel of British Infantry battalions	2	4	2	
Indian coast artillery	1(a)	2	Nil	
Indian Hospital Corps	3	8	4	
Indian Army Ordnance Corps Proof and Experimental Establishment, Balasore.	1(a)	3	2	
Indian Signal Corps	3	5	5	
Malwa Bhil Corps	1(b)	1	1(b)	
Nepal Escort		1		
King George's Own Bengal Sappers and Miners	2	5	3	
Queen Victoria's Own Madras Sappers and Miners	2	4	3	
Royal Bombay Sappers and Miners	2	5	3	
Burma Sappers and Miners	1	1	1	

Corps	Medals for meritorious service with annuity, awarded as vacancies occur	Medals for long service and good conduct awarded annually		Remarks	
		With gratuity	Without gratuity		
Indian Army Service Corps					
(i) Mule corps establishments	19(c)	2 per 900 men (d)	1 per 900 men (d)		A.-28613 (A. G.-9.)
(ii) Bullock, camel and pony establishments		11	5		
(iii) Mechanical transport branch	3	5	3		
Aden troop .		1(f)	1(g)	(e) One among the six corps, vancancies being filled by each corps in turn	
Viceroy's bodyguard .		1(f)	1(g)		
Governor's bodyguard, Madras		1(g)	1(g)	(f) One every third year	
Governor's bodyguard, Bombay.	1	1(g)	1(g)	(g) One every fourth year	63602 (Q. M. G.-16).
Governor's bodyguard, Bengal		1(g)	1(g)	(h) Every two years, i.e., 2 in one year and 1 in the following year and so on.	
Governor's band, Madras		1(g)	1(g)		
I. A. V. C. . .		3(h)	1		

(b) Meritorious service medal with annuity.

3. Eligibility.—The following become eligib'e for meritorious service medal, provided they have 18 years' service free from conviction by court-martial and have not had more than 5 red ink entries on their conduct sheets.

(i) Dafadars and havildars (in'cuding drum, trumpet, bugle and file Majors).

(ii) *I. A. S Corps.*—Quartermaster and kot dafadars. A.-2861 (A. G.-9.)

(iii) Cancelled.

(iv) *Indian Army Ordnance Corps.*—Proof and Experimental Establishment, Balasore —Havildars A.-35602 (A. G.-9.)

Individuals who distinguish themselves in the field after committing an offence which has rendered them ineligible, may be recommended for these medals if duly qualified.

Service as followers by men of the Indian Coast Artillery will not count as qualifying service for the medal.

4. Vacancy for annuity.—A vacancy occurs on the death, promotion to commissioned rank, reduction, discharge, or (in the Indian Hospital Corps) on reversion to a regiment of the annuitant, or on the annuity being forfeited.

5. Retention of forfeiture of medal or annuity.—(a) The medal is retained but the annuity is surrendered on promotion to

withholding the merit rious service medal or annuity or both if an individual being a pensioner is guilty of grave misconduct or is convicted by a criminal court of a serious offence.

(c) MERITORIUS SERVICE MEDAL WITHOUT ANNUITY.

6. Eligibility.—The silver medal for meritorious service may be awarded to an Indian soldier below commissioned rank for—

(i) Distinctly meritorious service or devotion to duty in a theatre of war, otherwise than in action

(ii) Gallant conduct in the performance of military duty or in saving or attempting to save life, otherwise than in action.

The medal cannot be granted for devoted or gallant conduct in action and the award in the above cases will not be accompanied with annuity, but recepients will be eligible for consideration for this annuity if they eventually qualify.

(d) LONG SERVICE AND GOOD CONDUCT MEDALS WITH GRATUITY.

7. Eligibility.—N. C. Os below the rank of dafadar or havildar, privates, and tindals and lascars of arsenals and depots are eligible for

in their possession as privates

A soldier otherwise qualified who has been tried as a n c. o. and reduced to the ranks for an offence which would not necessarily have involved trial as a private may be recommended for the medal if his conduct sheet shows five years' continuous good service since reduction.

8. Forfeiture of medal.—The medal will be forfeited on deprivation of a g. s. or g c. badge.

9. Restoration of medal.—The medal can be restored by the brigade commander, without affecting the scale mentioned in paragraph 2:—

(i) If the soldier has been free from conviction by court-martial.

(ii) If the limit of 5 red ink entries on the conduct sheet has not been exceeded.

(iii) If he possesses three g. s. or g. c badges (in the case of naiks, two).

(iv) If the conduct of the soldier has been meritorious notwithstanding the offence which led to the deprivation.

(e) LONG SERVICE AND GOOD CONDUCT MEDALS WITHOUT GRATUITY.

10. Eligibility.—The medals may be awarded to those who are eligible for, but have not received the medals with gratuity and are under transfer to the pension establishment or have been transferred thereto since the last issue.

APPENDIX VI.

UNLAWFUL ASSEMBLIES.

The following sections of the Code of Criminal Procedure lay down the course to be adopted in dispersing unlawful assemblies.

Section 127.—Any magistrate or officer in charge of a police station may command any unlawful assembly, or any assembly of five or more persons likely to cause a disturbance of the public peace, to disperse; and it shall thereupon be the duty of the members of such assembly to disperse accordingly

This section applies to the police in the towns of Calcutta and Bombay.

Section 128.—If upon being so commanded, any such assembly does not disperse or if, without being so commanded, it conducts itself in such a manner as to show a determination not to disperse, any magistrate or officer in charge of a police station, whether within or without the Presidency towns, may proceed to disperse such assembly by force [illegible] that they may be punished according to law.

Section 129.—If any such assembly cannot be otherwise dispersed, and if it is necessary for the public security that it should be dispersed, the magistrate of the highest rank who is present, may cause it to be dispersed by military force

Section 130.—When a magistrate determines to disperse any such assembly by military force he may require any commissioned or non-commissioned officer in command of any soldiers in His Majesty's Army or of any volunteers enrolled under the Indian Volunteers Act, 1869 (or X of 1896) to disperse such assembly by military force, and to arrest [illegible]

Section 131.—When the public security is manifestly endangered by such assembly, and when no magistrate can be communicated with, any commissioned officer of His Majesty's Army may disperse such assembly by military force, and may arrest and confine any persons forming part of it, in order to disperse such assembly, or that thay may be punished according to law, but if, while he is acting under this section, it becomes practicable for him to communicate with a

magistrate, he shall do so, and shall thence-forward obey the instructions of the magistrate, as to whether he shall or shall not continue such action

Section 132.—No prosecution against any magistrate, military officer, police officer, soldier or volunteer for any act purporting to be done under this chapter shall be instituted in any criminal court, except with the sanction of the Governor-General in Council, and—

(*a*) no magistrate or police officer acting under this chapter in good faith,

(*b*) no officer acting under section 131 in good faith,

(*c*) no person doing any act in good faith in compliance with a requisition under sections 128 or 130,

(*d*) no inferior officer, or soldier or volunteer, doing any act in obedience to any order which under military law he was bound to obey, shall be deemed to have thereby committed an offence.

APPENDIX VII.

RULES FOR THE SUBMISSION OF PETITIONS TO THE G. OF I. BY PERSONS FORMERLY IN MILITARY EMPLOY.

The rules for the submission of petitions to the G. of I. by persons who have been, but are no longer in military employ, are laid down in Home Department Notification No. 534 (Public), dated 30th June 1916, extracts from which are summarised below :—

I. Every petition will be forwarded through the official channel to the local Government (C.-in-C., G. O. C.-in-C., and district commander) with a letter requesting its transmission to the Government of India.

II. A petition may be in writing or in print, but shall, with all enclosures, be properly authenticated by the memorialist's signature, and shall conclude with a specific prayer.

III. A petition should be forwarded to the G. of I., with a concise statement of material facts, any service or character book of the individual, and an expression of an opinion on the merits of the case. If not in English a translation should accompany it.

IV. If the appeal be against dismissal by the local Government it should be shown whether the charge, the petitioner's defence, and the orders thereon were reduced to writing.

V. A local Government may withhold a petition—

(1) When a petition is illegible or unintelligible.

(2) When a petition contains language which, in the opinion of the local Government, is disloyal, disrespectful or improper.

(3) When a previous petition has been disposed of by the S. of S. for India or G.-G.-in Council, and the petition discloses no new facts or circumstances which afford grounds for a reconsideration of the case.

(4) When a petition is a mere application for relief, pecuniary or other, which is presented by a person manifestly possessing no claim, or advancing a claim of an obviously unsubstantial character, or is so belated that its consideration is clearly impossible.

(5) When a petition is an application for employment from a person not in the service of Government: or is a request for exemption from the provision of any law or rule prescribing the qualifications to be possessed by persons in the service of government or by persons engaging in any profession or employment.

(6) When a petition is an appeal against the discharge of a person appointed in India on probation, if his discharge was ordered before the termination of his probation.

(7) When a petition is an appeal from a judicial decision with which the executive has no legal power of interference.

NOTE —In the following cases, namely :—

(a) when a petition is an appeal from a judicial decision in a case in which the Government has reserved any discretion of interference, or

(b) when a petition is an appeal from a judicial decision in a suit to which the Government was a party, or

(c) [illegible]

(8) When a petition is an appeal against the appellate order of a local Government upholding a decision *directing the dis*missal, removal, reduction or other punishment of a government servant or an employee of a local authority whose salary was less than Rs. 250 a month.

NOTE 1 —If the appellate order of the local Government modifies the order appealed against to the disadvantage of the appellant, such appellate order should, for the purpose of this rule, be regarded as an original order of the local Government and the appeal should be transmitted

NOTE 2 —The local Government should, for the purposes of this rule, be considered to have upheld a decision if it modifies the order appealed against to the advantage of the appellant

NOTE 3 —The words "appellate order" include any order passed on revision.

(9) When a petition is an appeal against the order of a local Government refusing to grant or to recommend a special pension or any pecuniary or other concession not claimable under any law or rule, or a compassionate pension, unless in the last case the petition is from an officer dismissed or removed from government service, who under these rules has a right of appeal against the substantive order of dismissal or removal.

(10) When a petition is an appeal against a decision which by any law or rule having the force of law is declared to be final

(11) When a petition is addressed by an officer still in the public service and has reference to his prospective claim for pension except as provided in article 915 of the C. S. R.

(12) When a petition is an appeal against the non-exercise by the local Government of a discretion vested in it by law or rule.

(13) When a petition is an application in a case for which the law provides a different or specific remedy, or in regard to which the time limited by law for making the application has been exceeded.

(14) When a petition is an appeal against an order or decision of the local Government, and is made more than six months after the communication of such order or decision to the petitioner without satisfactory explanation of the delay.

(15) When a petition relates to a subject which the local Government is competent to pass orders and no previous

application for redress has been made to the local Government.

(16) When a petition makes a proposal regarding legislation which the local Government is not prepared to support.

(17) If a petition is withheld, the petitioner should be informed of the fact and the reason for it.

(18) A list of petitions withheld under rule 11, with the reasons for withholding them, shall be forwarded quarterly to the G. of I. in the proper Department.

Submission of petitions to the Military Authorities.

The following procedure will be observed in the case of petitions submitted to the military authorities by persons who have been, but are no longer, in military employ (including Reservists) or their relatives.—

(a) In the first instance the person who wishes to submit a petition should, whenever possible, consult the nearest member of his District Soldiers' Board or District Soldiers' Committee.

(b) When necessary a petition will subsequently be addressed to the Commanding Officer of the petitioner's late unit or in the case of disbanded units to the authority indicated on the discharge certificate; where possible the remarks of the member of the District Soldiers' Board concerned being endorsed thereon.

(c) Petitions should in no case be sent direct to His Excellency the Commander-in-Chief or to Officers at Army Headquarters. Petitions so addressed involve further delay in examining the petitioner's request as it is invariably necessary to refer to the Commanding Officer of the petitioner's unit before any reply can be given.

(d) Commanding Officers will only after careful consideration refer to higher authority, petitions which they are unable to dispose of themselves or on which it is desirable that the orders of higher authority should be passed; any petition so referred will be accompanied by full particulars and, where possible, a definite recommendation.

(e) Commanding Officers will ensure that these orders are understood by all persons in military employ at the time of their discharge. **A.-33362 (A. G.-11).**

APPENDIX VIII.

EXAMINATION OF OFFICERS FOR PROMOTION UP TO THE RANK OF MAJOR.

(*See* paragraph 343, *et seq.*)

16150 (G. S., M. T.-1). 1 The rules given in K. R., 849, *et seq* and Appendix X, are applicable to the Indian Army with the modifications below. These rules have not been reproduced in this Appendix.

General.

2. Officers of the Indian Army will be required to pass in the same subjects as officers of the corresponding branches of the British Service, with the exceptions noted below

3. [illegible]

(iii) for officers of the Indian Medical Service.

17157 (G. S., M. T.-1). 4. [illegible] serving with the Indian Signal Corps may take either the British service papers or the Indian Army papers.

5 British service officers who have already qualified for promotion, will on transfer to the Indian Army be required to pass a retention examination in accordance with Regulations for the Army in India, paragraph 351.

6. Unless otherwise mentioned the terms "Army Council" and "G. O. C." will be read as "A. H. Q., India" and "G. O. C. district or Colonel Commandant Independent Brigade" respectively.

K. R. 850.

A lieutenant of the Indian Army will be required to qualify in accordance with paragraph 349, *et seq.*, Regulations for the Army in India.

K. R. 855.

In the case of Indian Army officers the certificates, together with results on A. F. B-109, will be forwarded to the M. S., Army Headquarters.

K. R. 856.

In the case of Indian Army officers who have failed twice, applications to be given a further opportunity of qualifying will be forwarded through the usual channels to the M. S., Army Headquarters.

K. R. 858.

General Officers Commanding will forward A. F. B-2033 direct to the War Office.

In the case of officers being examined in India, Burma or Aden, A. F. B-2053 will be forwarded, in duplicate, to Army Headquarters, India.

K. R. 860.

The results of examinations in practical subjects will be reported to the Chief of the General Staff, Army Headquarters, India, in the case of both British and Indian Service officers. 18433 (G. S., M. T.-2).

K. R. Appendix X.

1. Tests for Promotion.—(1) *Lieutenant for promotion to Captain.—Qualifying Courses. Lieutenants of the I. A. S. C. will be required to qualify at the I. A. S. C. Training Establishment (Junior Officers' Course).* 16150 (G. S., M. T.-1).

(2) *Captain for promotion to Major.*—Captains of the R. E. (I. A.) will qualify in subject (*c*), sub-head (*c*) (ii), subject (*d*), sub-heads (i) and (v) and subject (*f*), sub-heads (i) and (ii).

In the case of I. A. S. C. Captains, a certificate that a candidate has successfully passed through the I. A. S. C. Training Establishment *(Senior Officers' Course) will be accepted in lieu of (g).*

The examination of I. M. S. officers for promotion to major and lieutenant-colonel is in abeyance.

II. Syllabus of Examination subjects.—*Subject* (b) *Written Examination*—

[illegible]

Kin_dom

Part II.—The Manual of Military Law, the Manual of Indian [illegible]

Syllabus.

Manual of Military Law, Chapters I, II (paragraph 35), III, IV, V, VI, X and XII. Chapters XIII and XIV (only a broad general [illegible] pendices I and II, Memorandum to Appendix II. Rules for Field Punishment.

King's Regulations, 1923, Section II, paragraphs 83-98; Section V, paragraphs 174-194; Section VII; Section X, paragraphs 943-993, Section XII, paragraphs 1256-1343, 1352-1356, 1366-1371, 1451-1489, 1545-1598, 1610-1623, Section XIII, paragraphs 1632-1654, 1656-1669, 1674-1711, Appendix VIII. Manual of Indian Military Law, Part I,

APPENDIX VIII.

EXAMINATION OF OFFICERS FOR PROMOTION UP TO THE RANK OF MAJOR.

(*See* paragraph 343, *et seq.*)

16150 (G. S., M. T.-1). 1. The rules given in K. R., 849, *et seq* and Appendix X, are applicable to the Indian Army with the modifications below. These rules have not been reproduced in this Appendix.

General.

2 Officers of the Indian Army will be required to pass in the same subjects as officers of the corresponding branches of the British Service, with the exceptions noted below.

[illegible]

17157 (G. S., M. T.-1). 4. British service officers serving with Indian artillery and R. E. *officers permanently appointed to S. and M. units will take the Indian* Army papers R. E. officers, other than those permanently appointed to S. and M. units, and officers of the Royal Corps of Signals serving with the Indian Signal Corps may take either the British service papers or the Indian Army papers

5. *British service officers who have already qualified for promotion,* will on transfer to the Indian Army be required to pass a retention examination in accordance with Regulations for the Army in India, paragraph 351.

6. Unless otherwise mentioned the terms "Army Council" and "*G. O. C.*" *will be read as* "*A. H. Q, India*" and "G. O. C. district or Colonel Commandant Independent Brigade" respectively.

K. R. 850.

A lieutenant of the Indian Army will be required to qualify in accordance with paragraph 349, *et seq.*, Regulations for the Army in India

K. R. 855.

In the case of Indian Army officers the certificates, together with results on A. F. B-109, will be forwarded to the M. S., Army Headquarters

K. R. 856.

In the case of Indian Army officers who have failed twice, applications to be given a further opportunity of qualifying will be forwarded through the usual channels to the M. S , Army Headquarters.

K. R. 858.

General Officers Commanding will forward A. F. B-2053 direct to the War Office.

In the case of officers being examined in India, Burma or Aden, A. F. B-2053 will be forwarded, in duplicate, to Army Headquarters, India

K. R. 860.

The results of examinations in practical subjects will be reported to the Chief of the General Staff, Army Headquarters, India, in the case of both British and Indian Service officers. 18433 (G. S., M. T.-2).

K. R. Appendix X.

1. Tests for Promotion.—(1) *Lieutenant for promotion to Captain.*—Qualifying Courses. Lieutenants of the I. A. S. C. will be required to qualify at the I. A. S. C. Training Establishment (Junior Officers' Course). 16150 (G. S., M. T.-1).

In the case of I. A. S. C. Captains, a certificate that a candidate has successfully passed through the I. A. S. C. Training Establishment (Senior Officers' Course) will be accepted in lieu of (*g*).

The examination of I. M. S. officers for promotion to major and lieutenant-colonel is in abeyance.

II. Syllabus of Examination subjects.—*Subject* (b) *Written Examination*—

Kingdom.

Part II.—The Manual of Military Law, the Manual of Indian

Syllabus.

Manual of Military Law, Chapters I, II (paragraph 35), III, IV, V, VI, X and XII. Chapters XIII and XIV (only a broad general knowledge of these chapters will be required). The Army Act; Preliminary, Part I (less sections 57 and 52-71 and 74-75), Part II, Part III, Part IV (less sections 122, 135-A, 166-174-A), Part V (less sections 177-181, 185-188). Rules of procedure: Rules 1-56, 105-25, Appendices I and II, Memorandum to Appendix II. Rules for Field Punishment.

King's Regulations, 1923, Section II, paragraphs 83-98; Section V, paragraphs 174-194; Section VII; Section X, paragraphs 943-993, Section XII, paragraphs 1256-1343, 1352-1356, 1366-1371, 1451-1489, 1545-1598, 1610-1623, Section XIII, paragraphs 1632-1654, 1656-1669, 1674-1711, Appendix VIII. Manual of Indian Military Law, Part I,

Chapters I to V and paragraphs 1 to 3 of Chapter VIII; the Indian [illegible]

pension of Sentences Act).

Regulations for the Army in India (Chapters II (1); VI (1); VII; VIII (1), (2), (3), (4) and (6); X (1); XI; XII; XIV; XV (3); XVI; and the corresponding appendices.

Subject (c). Duties as in the Field.—Sub-head (c) (ii) R. E. (I.A.) officers will qualify in this sub-head. The examination of I. M. S. captains for promotion to major is in abeyance.

16150 (G. S., M. T.-1). *Subject (d). Written Examination.*—Part II.—The Manual of Military Law. The Manual of Indian Military Law, King's Regulations, Regulations for the Army in India, will be allowed for answering Part II. These books may not contain any additions whatever other than amendments notified in Army Order, A. O. Is. or the quarterly *Appendix to I. A. Os.*

Syllabus.

Manual of Military Law; Chapters I to XIV. Army Act. Rules of Procedure.

King's Regulations, 1923, as laid down for Lieutenants for promotion to Captain.

Manual of Indian Military Law, Parts I, II and III, Regulations for the Army in India, Chapters I, II, III, VII, VIII, IX, X, XI, XII, XIV, XV, XVI and (1) and (6) of Chapter VI, and the corresponding appendices.

Subject (f). Engineers.—Paragraph 1 (ii)—For "Director General of Military Works in India" *read* "Engineer-in-Chief, Army Headquarters in India".

Paragraph 3.—For officers of S. and M. the project will be set under the direction of the commandant of the corps concerned.

Paragraph 4.—In India during the hot weather, the hours of work may be varied according to circumstances. The total time allowed will not be exceeded.

Paragraph 5.—In India the project will be criticised by the Officer setting the project who will also state his opinion as to the extent to which local conditions are satisfied. The project will then be sent to [illegible]

Chief at Army Headquarters.

After confirmation by the Engineer-in-Chief, the remarks of the Standing Board will be returned together with the original project to the candidate through the Chief Engineer and the Officer setting the project.

After perusal by the candidate the project with the various criticisms and remarks will be returned to Army Headquarters for record.

An officer must obtain 50 per cent. of the marks allotted in order to qualify in this subject. 16150 (G. S., M. T.-1).

Paragraph 6.—Officers employed with railways, survey, etc., will have their projects set by the C. R E. most conveniently situated for the purpose.

Pgragraph 10.—In India applications to be set a project will be forwarded through the usual channels to the Engineer-in Chief.

Paragraph 11 —In India the projects will be set by the standing board referred to in paragraph 5 and will be sent under confidential cover to the stations requiring them The site and any other particulars necessary to adopt the project to local conditions will be inserted by the C. R. E. (or Commandant) Corps of S. and M. in the case of S. and M. officers at the headquarters of a corps on the project before issue to the officers concerned.

The examinations in sub-heads (*f*) (i) and (*f*) (ii) will be held twice yearly on 15th April and 15th October.

Subject (g). Indian Army Service Corps Subjects

(For I. A. S C. Captains only.)
Two papers.
Time allowed three hours for each paper.
Marks allotted 400, *i.e.*, 200 for each paper.
Sub-heads (*g*) (i) Supplies and Economics and (ii) Transport.
Books recommended for study and from which information may be obtained

[illegible] nd II.

I. A. S. C. Training. 16150 (G. S., M. T.-I.)
Field Service Manual for the Supply and Transport Services.
Animal management.
The Punjab Military Transport Animals Act (Act I, 1916).
Certain subjects taught to officers at the London School of Economics (Syngo).
Manual for the guidance of I. A. S. C. officers in their relations with contractors (Henderson)
Manual of movement (War)
Railway Manual (War), India.

Syllabus.

Accounts, Book-keeping—Its general principles and application. Methods of accounting in peace and in the field.

Judging supplies of every description and the methods of taking and submitting samples to the Military Food Laboratory.

Duties of Supply [illegible]

[illegible]eace and war.

Animal Transport.—Carrying capacity. Transport on the march. Application of convoy systems, station duties and economical employment.

Transport saddlery, harness, gear and carts. Provision of preservation and repairs, condemnation and replacement, and mobilization reserves.

Embarkation and disembarkation of personnel, animals and vehicles. Duties on board ship.

Convoys, their formation and defence.

Organization and administration of the I. A. S. C. in peace

Organization and administration of the I. A. S. C. in the field (India).

Organization and administration of the lines of communication of an army in the field and the chain of supply from the base to the troops in the field (India).

Organization and administration of the Supply and Transport services in war under War Office Regulations.

The general organization and administration of M. T. in India.

Solution of problems dealing with supplies and transport of a force in the field

Contracts, methods of making and by whom made. Dealings with contractors. Indian Contract Laws and correspondence.

Functions of the (i) district supply company, (ii) supply depot company.

Economics generally in their relation to the Supply and Transport services.

System of providing and maintaining personnel in the field.

Stocks and reserves. Upkeep and turnover.

Mobilization of I. A. S. C. units and personnel.

Railways, general principles of their organization—gauge, and capacity.

Railheads, allotment of, for supplies.

Animal management.

Subject (h). Indian Medical Service.—Lieutenants for promotion to Captains

Three papers—

Time allowed 3 hours for each paper.

Marks allotted 600, *i.e.*, 200 for each paper.

Syllabus.

16150 (G. S., M. T.-1). *Sub-head* (h) (i).—The principles of administration and supply of Military hospitals, military families' hospitals and medical attendance in the army.

Sub-head (*h*) (ii)—The organization, training and functions of men of the Indian Hospital Corps.

The terms of the Geneva Convention.

Sub-head (*h*) (iii).—Duties of medical officers in connection with—

Books recommended and sources from which information may be obtained—

King's Regulations	P. and A. Regulations.
F. S. R., Volume II	Regulations for the Army in India.
A. R., I, Volume VI	R. A. M. C. Training.
F. S. Manual, War.	War Establishments, India
A. I. (I) 379 of 1920	Mobilization Regulations, India

Medical Manual (War.)

III.—General instructions for the conduct of examinations.

1. Examination in subjects (a) and (c).

(i) In India notification of the dates of examinations will be sent to Army Headquarters.

(ii) In India, A. F. B.-109 and the scheme and map will be forwarded to Army Headquarters for officers of both British and Indian Services; a separate form will be used for each Service.

2. Examination in written subjects.

In India the papers and proceedings will be sent to Army Headquarters, who will take action similar to that taken by the War Office. A.-18433 (G. S., M. T.-2).

APPENDIX IX.

PART I.

(Referred to in paragraph 228.)

PROCEDURE IN CASES OF CIVIL OFFENCES COMMITTED BY PERSONS SUBJECT TO MILITARY LAW.

Home Department Notification 817, dated 23rd May 1902, as amended by Home Department Notification 1630, dated 11th September, 1903.)

Persons subject to the A. A.

In exercise of the powers conferred by section 549, sub-section (i), of the Code of Criminal Procedure, 1898 (Act V of 1898), and in supersession of the Notification of the Government of India in the Home Department No. 1222, dated 27th July 1887, the G. G. in Council is pleased to make the following rules as to cases in which persons subject to military law shall be tried by a court to which the said code applies, or by a court-martial, namely —

(1) Where a person subject to military law is brought before a magistrate and charged with an offence for which he is liable, under the A A section 41, to be tried by a court-martial, such magistrate shall not proceed to try such person, or to issue orders for his trial by a jury, or to inquire with a view to his commitment for trial by the Court of Session or the High Court for any offence triable by such court, unless—

(a) he is of opinion, for reasons to be recorded, that he should so proceed without being moved thereto by competent military authority

or

(b) he is moved thereto by such authority.

(2) Before proceeding under rule (1), clause (a), the magistrate shall give notice to the O. C. of the accused, and until the expiry of a period of five days from the date of service of such notice, he shall not —

(a) acquit or convict the accused under sections 243, 245, 247 or 248 of the Code of Criminal Procedure, 1898 (Act V of 1898), or hear him in his defence under section 244;

or

(b) frame in writing a charge against the accused under section 254;

or

(c) make an order committing the accused for trial by the High Court or the Court of Session under section 213 or 214;

or

(d) issue orders under section 451, sub-section (2), for the trial of the accused by jury;

(3) Where within the period of five days mentioned in rule (2) or at any time thereafter before the magistrate has done any act or issued any order referred to in rule (2) clause (a) to (d), the Officer Com- [illegible] trate that, in the [illegible] ed should be tried [illegible] edings and, if the [illegible] deliver him, with *the statement prescribed by section 549, to the authority specified in* the said section

(4) Where a magistrate has been moved by competent military authority under rule (1), clause (b), and the Officer Commanding of the accused subsequently gives notice to such magistrate that, in the opinion of such authority, the accused should be tried by a court-martial such magistrate, if he has not, before receiving such notice, done any act or issued any order referred to in rule (2), clauses (a) to (d), shall stay proceedings and if the accused is in his power or under his control, shall in the like manner deliver him, with the statement prescribed in section 549, to the authority specified in the said section

(5) Where an accused person having been delivered by the magistrate under rule (3) or (4) is not tried by a court-martial for the offence of which he is accused, or other effectual proceedings are not taken or ordered to be taken against him the magistrate shall report the circumstance—

(a) In cases occuring in the province of Madras or Bombay, to the local Government

(b) In all other cases, through the local Government to the G G in Council.

Persons subject to the I. A. A.

1. An offence committed against the person or property of a civilian cannot as a rule be tried by court-martial

2 Offences under the I A A., sections 27(d), 35(a), (b), 39(b), (d), 41 and 42, as well as most offences under section 31, can be tried by a court-martial or a civil court.

3. The procedure in a case where there is dual jurisdiction is laid down in I A. A —sections 69 and 70 : the 'prescribed military authority' being the G O C -in C., district, brigade or station commander.

If the offender is in $\frac{\text{military}}{\text{civil}}$ custody the $\frac{\text{unit commander}}{\text{magistrate}}$ will take steps to request the prescribed military authority to decide before which court proceedings shall be instituted . but in those cases falling under I. A A , sections 41 and 42, in which death has resulted, the decision shall rest with the district commander or G O C.-in-C.

4. For offences under paragraph 2 it is usually advisable to try the offender by court-martial where, however, the offence is a theft of Government property in which civilians may be implicated it may be expedient to have recourse to a civil court.

Defence of soldiers charged with criminal offences.

The following are the rules for the defence of British and Indian soldiers charged with criminal offences, and prosecuted by Government n civil courts :—

(1) When soldiers are to be tried by a civil court upon any criminal charge, the brigade commander should consult the district magistrate and arrange with him for the selection and remuneration of a pleader, advocate, or barrister, as the importance and necessities of the case may require.

(2) The maximum amount that may be paid to the pleader, advocate or barrister is (a) Rs. 100 for each day that he appears in the case before a High or Chief Court, or (b) Rs. 50 for each day that he appears in the case before any other court. These amounts include expenses of *every description* which counsel may incur

(3) The Brigade Commander is only to appoint a pleader, advocate, or barrister in cases where he thinks it desirable The amount to be paid to counsel will be definitely settled beforehand, subject to the maxima above. If suitable counsel cannot be obtained for the remuneration admissible under these rules, the case should be reported to superior authority with a view to the orders of government being obtained thereon.

(4) When counsel is rightly provided for the defence of a soldier at the first trial in a civil court, counsel can also be provided when considered necessary on appeal, subject to the limitations laid down in rules (2) and (3).

(5) (a) The term 'soldier' in (1) includes British regimental warrant and non-commissioned officers and privates and army reservists up for training or called out for service, it also includes Indian regimental n. c. os. and privates, and regimental reservists up for training or called out for service.

(b) It does not include British officers, departmental warran officers (including assistant surgeons), departmental, n. c os. and private and army reservists not up for training and not called out for service, nor does it include Indian office s, warrant officers (including sub-assistant surgeons), regimental n. c os. and privates when on leave, all non-regimental non-commissioned officers and privates whether on leave or not, and all non-regimental reservists, regimental reservists not up for training and not called out for service, departmental and regimental followers, or any classes beyond those specified in clause (a).

(c) Any special case not falling within the terms of clause (a) may be reported to superior authority with a view to the orders of government being obtained thereon.

Part II.

(Referred to in paragraph 227.)

Persons subject to the Army Act accused of an offence such as is referred to in proviso (a) *to section 41 thereof. Transfer of case to High Court for*

trial. (*Gazette of India* notification No. 1217, dated the 31st August 1923.)

No. 1217.—In persuance of sub-section (2) of section 526-A of the Code of Criminal Procedure, 1898 (Act V of 1898), the Governor-General in Council is pleased to declare the officers specified in the first [illegible]

The Table.

His Excellency the Naval Commander-in-Chief of His Majesty's Ships and Vessels, East Indies Station	Cases in which a person subject to the Naval Discipline Act is accused
[illegible]	[illegible]
The General Officer Commanding-in-Chief, Southern Command	Cases in which a person subject to the Army Act serving under the Command of the General Officer Commanding-in-Chief, Southern Command, is accused
The General Officer Commanding-in-Chief, Eastern Command	Cases in which a person subject to the Army Act serving under the command of the General Officer Commanding-in-Chief, Eastern Command is accused
The General Officer Commanding-in-Chief, Western Command	Cases in which a person subject to the Army Act serving under the Command of the General Officer Commanding-in-Chief, Western Command is accused
His Excellency the Commander-in-Chief in India	Cases in which a person subject to the Army Act other than a person serving under the Command of the General Officer Commanding in Chief, Northern, Southern, Eastern or Western Command, is accused
The Air Officer Commanding, Royal Air Focre in India	Cases in which a person subject to the Air Force Act is accused

APPENDIX IX-A.

LIST OF GOVERNMENT (CIVIL) LAW OFFICERS WHO MAY BE CONSULTED BY MILITARY COMMANDERS ON MATTERS OF CIVIL LAW.

NOTE (1)—Where a district is mentioned the military district is meant unless the civil district is specifically mentioned.

(2)—The rules relating to legal business, made by Local Governments, must be strictly complied with in respect of the channels through which the advice of their law officers is to be sought and of the particular adviser (where more than one is mentioned in respect of matters arising in the same area) who is to be consulted in each particular case. These rules may be obtained from the Local Governments concerned.

Formation.	Advisers	In respect of matters arising in
Northern Command		
General Officer Commanding-in-Chief, Northern Command	Legal Remembrancer, Punjab Government	Punjab
	Government Pleader, Peshawar	Peshawar District and Hazara (Civil) District of Rawalpindi District
	Government Pleader, Dera Ismail Khan	Kohat and Waziristan District
Officer Commanding, Peshawar District	Government Pleader, Peshawar.	Peshawar District.
Officer Commanding, Kohat District	Government Pleader, Dera Ismail Khan.	Kohat District
Officer Commanding, Waziristan District	Do do do.	Waziristan District
Officer Commanding, Rawalpindi District	Legal Remembrancer, Punjab Government.	Punjab.
	Government Pleader, Peshawar .	Hazara (Civil) District.
Officer Commanding, Lahore District.	Legal Remembrancer, Punjab Government.	Lahore District
Western Command		
General Officer Commanding-in-Chief, Western Command	Advocate General Bombay . .	Western Command.
	Solicitor to Government, Bombay .	Western Command.
	Legal Remembrancer, Bombay .	Western Command.
	Public Prosecutor in Sind and Government Pleader in the Court of the Judicial Commissioner, Sind	Western Command.

Formation	Advisers	In respect of matters arising in
Western Command—contd		
Officer Commanding, Baluchistan District	Public Prosecutor in Sind and Government Pleader in the Court of Judicial Commissioner, Sind	Baluchistan District
Officer Commanding, Sind-Rajputana District	Do do do	Sind-Rajputana District
Officer Commanding, Zhob Bde Area (Independent)	Do do do	Zhob Brigade Area (Independent)
Eastern Command General Officer Commanding-in-Chief, Eastern Command	Legal Remembrancer, United Provinces Government	United Provinces
	Government Pleader, Delhi and (through him) Legal Remembrancer, Punjab Government	Delhi Province
	Superintendent and Remembrancer of Legal affairs, Bihar and Orissa, Government	Bihar and Orissa
	Legal Remembrancer, Bengal	Bengal Presidency
	Remembrancer of Legal Affairs, Assam	Assam
Officer Commanding, United Provinces District	Legal Remembrancer, United Provinces Government	United Provinces
Officer Commanding, Delhi Brigade Area (Independent)	Government Pleader, Delhi, and (through him) Legal Remembrancer, Punjab Government	Delhi Province
	Legal Remembrancer, United, Provinces Government	Those parts of the Delhi Brigade Area (Independent) which are in the United Provinces
Officer Commanding, Allahabad Brigade Area (Independent)	Do do do	Allahabad Brigade Area (Independent.

Formation	Advisers	In respect of matters arising in
Eastern Command—contd.		
Officer Commanding, Presidency and Assam District.	Superintendent and Remembrancer of Legal Affairs, Bihar and Orissa Government.	Bihar and Orissa.
	Legal Remembrancer, Bengal .	Bengal Presidency.
	Remembrancer of Legal Affairs, Assam.	Assam.
Southern Command		
General Officer Commanding in Chief, Southern Command	Advocate-General, Bombay . . Solicitor to Government of Bombay Legal Remembrancer, Bombay	Bombay Presidency.
.	Legal Remembrancer, Central Provinces Government	Central Provinces and Berar
	Legal Remembrancer, United Provinces Government	Those parts of the Central Provinces District which are in the United Provinces
	Government Solicitor, Madras	Madras District and Hyderabad State
Officer Commanding, Central Provinces District.	Legal Remembrancer, Central Provinces Government.	Central Provinces and Berar.
	Legal Remembrancer, United Provinces Government.	Those parts of the Central Provinces District which are in the United Provinces.
Officer Commanding, Poona District.	Advocate General, Bombay . Solicitor to Government, Bombay . Legal Remembrancer, Bombay .	Bombay Presidency.
	Government Solicitor, Madras .	Hyderabad State
Officer Commanding, Bombay District.	Advocate General, Bombay . . Solicitor to Government, Bombay . Legal Remembrancer, Bombay .	Bombay District.
Officer Commanding, Madras District.	Government Solicitor, Madras .	Madras District.
Officer Commanding, Burma Independent District.	Government Advocate to Government of Burma.	Burma District.
Officer Commanding, Aden Independent Brigade.	Advocate General, Bombay . Solicitor to Government, Bombay . Legal Remembrancer, Bombay.	Aden Independent Brigade.

APPENDIX X.

(Referred to in para. 546.)

RULES REGARDING THE GRANT OF PATENTS AND THE TRIAL OF INVENTIONS.

"A"

Regulations regarding patents and inventions

1. No officer, warrant officer, n. c. o., or soldier of the regular forces and no civilian or other person employed in the Army or Marine Departments of the G of I. is permitted to apply for, or obtain, a patent, except in the manner laid down in these regulations.

1-A. Officers and others subject to military law who wish to take out a patent in the United Kingdom shall obtain the permission of the Army Council in accordance with the instructions laid down in the King's Regulations

Applications for British patents should be forwarded direct to the War Office by the district commander

2. Should permission to apply for, or obtain, a patent be granted it will be subject to these regulations from which there will be no appeal by the applicant of patentee

3. The inventor shall in the first instance apply to his unit commander or the head of his department, for permission to apply at the [illegible]

Such application may be made confidentially direct to the inventor's unit commander or the head of his department, who will take steps to see that the application and all subsequent steps in the matter are dealt with confidentially so as to safeguard the inventor's interests as well as those of the G of I

4. In order that the inventor may not be prejudiced in any way by delay in making his application at the Patent Office, unit commanders and heads of departments are authorized to approve of applications made in the form prescribed unless they have reason to doubt that the applicant is the true inventor One copy of the form approved by them is to be forwarded at once to the Secretary to G of I. in the Army or Marine Department as the case may be The other two copies of the form approved by them should be returned to the inventor, one for his retention and the other for him to forward to the Patent Office together with his application.

5. The following is the form of agreement referred to in the preceding paragraphs It is to be prepared locally and must be signed and approved before the application is made at the Patent Office.

This form must be made out in triplicate by the inventor and sent to his unit commander or the head of his department for approval.

The unit commander or head will sign the three copies, send one copy to the Secretary to the Government of India in the Army or Marine Department and return the other copies to the inventor.

The inventor will then enclose one copy with his application to the Patent Office, 1, Council House Street, Calcutta

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AGREEMENT

Invention sought to be patented

Address————————————

Date————————————

I hereby request permission to apply at the Patent Office (India) for a patent for an invention of (quote title of invention) on the following conditions

1 Within 48 hours of the despatch by me to the Patent Office of [illegible] my unit commander or head of my department.

2. I will, if so ordered, withdraw my application for a patent.

3. I will, if so ordered, assign to the G. G. in Council, on behalf of the G of I., as may be required, the benefit of the invention and any patent that may be granted, or enter into such agreement for its use by G. of I or its contractors as may be directed by the G. G. in Council

I will not assign or deal with the invention or patent, or grant any licenses or rights to the use of it, to any one except with the previous authority of the G G. in Council, or under the terms of my agreement (if any) with the G. G. in Council

5. I fully understand that the terms of payment (if any) for the assignment of the invention or patent to the G. G. in Council, or for its use by the G. of I, will be decided by the G. G. n Council and that regard will be paid to any facilities in originating, working out, and perfecting the invention which I may have enjoyed by reason of my official position, and that all payments will be made subject to the approval of the G. of I.

6. I will not apply for a patent in any foreign country, or in any British colony or dependency, without the authority of the G. G. in Council.

Signature

Rank

Approved

I have informed the inventor that he may apply for an Indian patent for his invention and have furnished him with two copies of this agreement.

Signature

Rank

Date.

"B"

MEMORANDUM FOR INVENTORS DEALING WITH THE ARMY OR MARINE DEPARTMENT OF THE GOVERNMENT OF INDIA.

1. *Instructions how to submit* —Persons who desire to submit any invention for the consideration of the G of I. should do so by letter addressed to the Secretary to the Government of India in the Army or Marine Department through the M. G S

2. The letter should state the nature of the invention and give sufficient particulars to enable its merits to be fully considered, and adduce any evidence there may be of the usefulness of the invention, obtained by actual previous experiment Any drawings, models or samples which it is desired to submit should either accompany the letter or be sent separately at the same time, or if bulky, particulars should be given as to the place at which the samples or models can be inspected if necessary All designs, plans, drawings, models, samples or papers submitted are at the owner's risk, and the Army or Marine Department cannot accept any responsibility for damages to them should such occur.

3 The letter should also state whether the inventor has acquired an exclusive privilege under the Inventions and Designs Act, II of 1888 or a patent under the Indian Patents and Designs Act, 1911, or whether application has been made for a patent under the latter Act. If the invention is not so covered the fact should be stated

4. *Terms* —The letter should also state what remuneration or terms the inventor would ask if the G of I should desire—

(i) to acquire exclusive use of the invention,

(ii) to acquire unrestricted use of the invention, but also allowing inventor a free hand to let others use it

If no remuneration is desired the fact should be stated

5. Should the G of I consider it desirable to try an invention the inventor will, as a general rule, be required to bear the expense [illegible] but [illegible] nally [illegible] G G.

6. *Retention of description* —The G of I. reserve the right to retain for future reference any designs, plans, drawings, models, samples, or papers forming an essential part of the description of the invention which may be forwarded; but if the inventor desires their return the G. of I. will not refuse it unless they think there is good reason for doing so. It is desirable, however, that the inventor should keep copies.

7. *Adoption of invention.*—Should the invention be adopted for Army or Marine services, terms for its use will be fixed by subsequent agreement, and such terms will include the supply of two copies of all designs, drawings, patterns and particulars relating to the invention which may be considered necessary by the G. of I.; and it is to be understood that all such designs, drawings, patterns and particulars will be absolutely at the disposal of the G. of I. for all purposes whatever, and that for them reasonable prices only will be paid to cover the cost of draughtsmanship and manufacture.

8. No claim for remuneration for an invention will be held to be established unless the invention has been adopted into the service.

9. All claims for remuneration will be carefully considered, but any award which may be made will only be payable to the claimant when approved by the G. of I.

APPENDIX XI.

RULES RELATING TO THE SUSPENSION, REDUCTION, REMOVAL AND DISMISSAL OF PUBLIC SERVANTS.

1. Permanent servants should not be removed or dismissed except for serious offence which has been clearly proved.

II. Cases of physical incapacity should be treated according to rule; and as regards inaptitude for any particular branch of occupation the difficulty may frequently be overcome by a readjustment of duties, so again, a man who is inefficient in one appointment may be capable of performing the duties of another.

III. Neglect of duty, inattention or disobedience renders a servant liable to suspension, or reduction from a higher to a lower grade.

IV. Continued and wilful neglect, or disobedience, hopeless in- [illegible]

V. Before a permanent public servant is removed, before a tem- [illegible]

he should be allowed an opportunity of cross-examining witnesses against him and of producing witnesses in his own behalf, and he should be furnished with a copy of the document showing the grounds on which his removal or dismissal was ordered In the event of the removed or dismissed servant appealing, these documents, together with his character roll or service book should be forwarded with the memorandum of appeal. In this rule a public servant includes a menial servant.

VI. A dismissed servant should not be reinstated or re-employed in any department of the State without the sanction of the Local Government or administration or head of a department

VII. A dismissal should only be notified in the Gazette—

(1) when it is necessary to notify the public of the removal from service of an officer whether because his appointment was previously gazetted or from any other cause, or

(2) when it is specially desired to exclude from re-employment a public servant who has been dismissed for a heinous offence

VIII. The authority who can appoint to a particular office has power to dismiss remove reduce or suspend from that office but an appeal lies from an order of dismissal or removal, etc, to the official superior to the officer who passes such order.

7. *Adoption of invention.*—Should the invention be adopted for Army or Marine services, terms for its use will be fixed by subsequent agreement, and such terms will include the supply of two copies of all designs, drawings, patterns and particulars relating to the invention which may be considered necessary by the G. of I.; and it is to be understood that all such designs, drawings, patterns and particulars will be absolutely at the disposal of the G. of I. for all purposes whatever, and that for them reasonable prices only will be paid to cover the cost of draughtsmanship and manufacture.

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IV. Continued and wilful neglect, or disobedience, hopeless in- [illegible]

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(1) when it is necessary to notify the public of the removal from service of an officer whether because his appointment was previously gazetted or from any other cause, or

(2) when it is specially desired to exclude from re-employment a public servant who has been dismissed for a heinous offence.

VIII. The authority who can appoint to a particular office has powe to dism ss remove reduce or suspend from that office but an appeal lies from an order of dismissal or removal, etc., to the official superior to the officer who passes such order.

IX. All civilians in military employ holding or exercising any office other than a menial office are subject to the provisions of the Government Servants' Conduct Rules, 1904.

X All enrolled regimental and departmental public followers in permanent employ and paid by the state shall, in the event of the abolition of their appointments, be entitled to at least 3 months' notice before their services are dispensed with

2. If in any case such notice is not given and the man has not been provided by Government with other suitable employment on the date on which his services are dispensed with, a gratuity not exceeding his pay for the period by which the notice actually given to him falls short of three months, may be paid to him, in addition to any pension to which he may be entitled; but the pension shall not be payable for the period in respect of which he receives a gratuity in lieu of notice.

NOTE —Unless it contains an express statement to the contrary, an order for the abolition of an office or appointment shall not be brought into operation till the expiry of three months after notice has been given to the person whose services are to be dispensed with on such abolition

APPENDIX XI (A).

(Referred to in para. 195.)

19276 A. G. 6. *Rules relating to the discharge, if found unfit for field service, of civilian establishments engaged on I A. F. Z.-2055 employed in the various administrative services and departments of the Indian Army*

Civilian personnel (clerks, Agents, hospital Store-keepers, etc.)
administra-
not be eli-
ho have on
than three
months, been found unfit for field service. Any individual who has been found repeatedly unfit for field service shall be brought before a medical board with a view to his being invalided out of the service. No man will be retained in any grade who has been repeatedly found, or is permanently, physically unfit for field service. A certificate of partial incapacity, as provided for in the second clause of Article

2 The orders in the above paragraph do not apply to civilian personnel who have more than 20 years' continuous and pensionable service under Government. In their case unfitness for field service, temporary or permanent, does not constitute a bar to further promotion, provided that they are certified by a medical board to be fit for duty in cantonments. Personnel of over 20 years' service will, however, still be liable for field service, and the man who is physically fit for duty in the field will ordinarily have a stronger claim to promotion than his immediate senior who is only fit for duty in cantonments.

2. Any man, whatever his service (whether under 20 [illegible]

he may have earned.

N.B.—For an interpretation of the above rules, *see* Appendix to Army Instructions India, No. 1006, dated the 5th December, 1922.

APPENDIX XII.

TABULAR STATEMENT OF APPOINTMENTS.

(This Appendix is under revision The revise, when published, will be kept in the pocket provided for the purpose at the end of this book.

Pending publication of the revise, the Appendix XII issued with the October Appendix to India Army Orders, 1925, will be used)

APPENDIX XIII.

(Referred to in para. 422.)

RULES FOR THE PURCHASE, HIRE AND SELECTION OF CHARGERS.

1. (a) The general principle underlying the charger concessions is that those officers (excluding departmental officers and Civil officers in military employ) holding the King's commission, who are required to be mounted in war for the efficient performance of their duties in the field shall maintain chargers in peace Officers should provide themselves with suitable chargers at their own expense, in accordance with the scales laid down in Pay and Allowance Regulations, Part II. To assist these officers in providing themselves with chargers, they will be allowed to purchase horses from Government at the concessional rates laid down in Pay and Allowance Regulations, Part II, to be paid in 12 15 or 18 monthly instalments, as the case may be (or earlier at the officers convenience)

(b) Officers wishing to purchase chargers from the ranks of their own units will apply direct to the unit commander. Those wishing to purchase chargers from a remount depot or from the ranks of other units will apply to the Remount Officer with Command Head-quarters, through their own unit commanders.

In addition to the number of chargers purchased from the ranks by officers serving with the regiment, selections of chargers for purchase will be permitted from each I. C regiment, up to a maximum of 12 chargers annually per regiment, by the officers detailed below:—

(1) Officers of the Staff
(2) Officers attached to the Staff
(3) Officers serving with dismounted units

(c) On removal of a selected charger from a remount depot or a unit, the selecting officer takes all risks and becomes liable for its value at the concessional rate Officers are recommended to protect themselves against loss by insuring their chargers as Government is in no way responsible once the horse has been removed from the depot or unit except in cases of exceptional nature as provided for in P. and A. Regs.

(d) If an officer is promoted before payment for the horse has been completed he will only complete payment up to the scale laid down for the rank he held when the horse was originally selected.

(e) For rates payable for officers chargers see P and A Regs, Part II.

(f) Officers will be [illegible] by the State with [illegible]

saddlery will be borne on the charge of the unit, and will not be transferred with the officer.

2 The following rules apply to the disposal of chargers :—

(a) A charger purchased from Government at concessional rates becomes an officer's property when fully paid for, but may not be sold except to Government for five years from the [illegible]

the officer's property absolutely.

(b) Before the period of five years from the date of original selection has elapsed, a char er may be resold to Government under the conditions laid down in para. 3 (a) but officers will not be allowed to purchase from Government another charger at concessional rates for five years from the date of original selection, unless the charger previously obtained has died, become unfit for service or was resold to Government, and the cause of resale to Government is transfer *ex*-India or some adequate reason of which the director of remounts shall be the judge. Leave *ex*-India will not be considered an adequate reason.

(c) Except on mobilization, Government will not re-purchase chargers over 12 years of age. The owner of a charger over 12 years of age is at liberty to sell it privately, even if it has not been in his possession for five years as laid down above.

(d) Should an officer die before he has paid for the horse in full it will be returned to the Remount Department and his estate will be credited with the value of the horse at the time as assessed according to para. 3 (a) less any balance due to Government for the purchase of the horse. If unfit for service it will be sold under the orders of the unit commander and the proceeds credited to the officers' estate less any balance due to Government for the purchase of the horse

(e) All chargers resold to Government under the above rules must be passed fit for service by a station board.

(f) When chargers are resold to Government, they shall be returned to a remount depot or unit at the expense of the officer concerned *except* in the case of chargers repurchased by Government on mobilization, when all expense connected with railway freight, etc., will be borne by Government.

3. (i) When mobilization orders lay down that officers' chargers are to be taken over by the State, they will, if credited fit for service by a board, be taken over by Government in accordance with the following rules :—

(a) Horses purchased at concession rates will become the property of Government who will refund to the officers con-

cerned the full concession rates paid by them, reduced if the horse is over six years of age, by 10 per cent. of that concession rate for each complete year the horse has been in the officer's possession. The purchase by an officer of a horse at concession rates involves the above mentioned liability at all times.

(b) Officers' chargers purchased by them in any other way will also be taken over by the State if certified fit for service by a board which board will also determine the value at which the charger shall be taken over. This value shall not exceed the amount payable, age for age, for the concession charger referred to in clause (a) of this paragraph. The receipt by an officer of syce allowance and free forage for a privately purchased horse in peace time involves the liability of its being taken over by the State on mobilization.

(c) Officers who own privately purchased chargers for which syce allowance and free forage have not been drawn in peace time and who wish to take such chargers into the field will, provided such chargers are within the number authorised for their rank or appointment, be allowed to do so at their own risk, and will not be entitled to compensation for the loss of such private horses, and must clearly understand that no guarantee can be given that such horses will be restored to them once they have been evacuated sick or wounded or have left the field force for other reasons

(ii) If it is laid down in mobilization orders that officers' chargers 59478 Q.
[illegible]

4. In applying the above rules all commanders will be guided by the principle that the selection or return of chargers is authorized for the good of the public service and not for the benefit of the individual.

5. The following rules apply to the hiring of chargers :—

(a) An officer requiring a charger on hire will apply to the inspector of remounts of the command on I. A. F. H.-1107 attaching the sanction of the district commander for the hire of a charger

(b) An officer hiring a charger will pay Rs. 12-8 per mensem, and will be entitled to draw syce allowance and forage for each horse. The horse will not be shod at public expense. Should it become non-effective it will be replaced on application to the inspector of remounts of the command on a certificate from the unit commander that the horse has not been misused, but such replacement will for the purpose of sub-para (e) reckon from the date it is actually taken out as a charger and not from the date that its predecessor was taken out.

(c) A hired charger may be used by the hirer at his own risk for any

(d)

due to accident or injury when the horse is being used otherwise than on military duty. Should a disability occur when it is being used on military duty, the officer will be held similarly responsible. If it be determined that there has been neglect, recklessness or ill-treatment of any kind, in either case the financial responsibility will be assessed as in sub-para. (e).

(e) Accidents to hired chargers on or off duty will be immediately investigated. If, in any case, it is decided that an officer is responsible he shall pay:—

(i) If the horse is, or is subsequently found to be permanently unfit for duty, the full price laid down in sub-para 1 (d) for the rank of the hirer at the time the casualty occurred reduced by ten per cent. of this price for each year, if over six years of age, that the horse has been in the officer's possession.

(ii) If the horse is temporarily unfit for duty, the hirer will be liable for all the expenses of hospital treatment, etc., incidental to the complete recovery of the horse.

(f) A horse rendered permanently unfit for duty will remain the property of the officer who paid the assessed value of the horse.

APPENDIX XIV.

BOARDING OUT CAVALRY HORSES.

(Referred to in para. 485.)

1. Horses may not be boarded outside the district in which the unit headquarters are stationed except with the authority of the G. O. C.-in-C. of Command. The sanction of the Q. M. G. in India will be necessary for the boarding out of horses outside the Command.

2. **Allotment.**—There is no limit to the number of horses that may be boarded with any one applicant. Officers on the active list may become allottees on production of a certificate from the unit commander or analogous authority, that the applicant is in possession of his obligatory chargers and will continue to maintain them and will not claim forage, or forage allowance for the boarders.

3. **Despatch by rail.**—Horses will not be despatched by rail unless a responsible person has been sent to take delivery and has in possession the rail freight, the necessary travelling gear and forage, and advice from the railway of rail accommodation having been provided.

4. **Types allotted.**—Preference is given to applicants for riding horses and no horse shall be certified as quiet to drive.

5. **Payment.**—Before the horse is despatched the allottees shall have paid into a Government treasury the first annual insurance premium of Rs 75.

6. **Inspection.**—All boarded out horses in the same station as the unit will be inspected at least half-yearly under the orders of the unit commander. Boarders at out-stations will be inspected by a suitable officer under the orders of the district commander, the inspection [illegible]

7. **Register.**—The unit commander will maintain a separate register for boarded horses showing [illegible]

(g) Particulars as to extension of allotment.
(h) Date of last inspection and by whom.
(i) If recalled, the date of receipt in the regiment with remarks as to condition on arrival.

I. A. F. H.-1109 should be completed in respect of boarders.

8. **Replacements of boarders.**—The unit commander will demand remounts to replace horses boarded out. If by the return of boarders there are horses in excess of the peace establishment the unit commander will entertain syces at the ratio of one to three horses or less

On relief, boarders are transferred from the outgoing to the incoming unit.

APPENDIX XV.

AUTHORIZED MARRIED ESTABLISHMENTS.

(a) British.

(Referred to in para. 539.)

1. **Married establishment.**—The authorized married establishment of British units in India including units of the Indian Signal Corps is as follows:— A.-17033 (A. G.-7).

Warrant and n. c. os. of and above the rank of serjeant, and R E soldiers of any rank of over 4 years service serving with the S. and M and warrant and n c os of and above the rank of serjeant serving with d 1 sections of S. and M	All
All other n c os and men	4 per cent.

NOTE — No restrictive limit is prescribed for soldiers on the U L, except in the case of soldiers serving with the Indian Signal Corps

2. **Supernumerary married establishment.**—A soldier on the married roll who is transferred to a unit on the married roll of which there is no vacancy, will be supernumerary to the married establishment of his new unit and must be absorbed in that establishment before any other soldiers can be admitted to it. Until he has been so absorbed the vacancy caused in the married establishment of his former unit will not be filled up, and an explanatory note of any temporary excess or of vacancies, caused by such transfers, will be made upon the married roll of each unit.

The two divisions of the married establishment laid down above will [illegible]

roll of the rank and

3. **Extra-regimentally employed personnel.**—British Other ranks who are extra-regimentally employed in India and who are borne supernumerary to the establishment of their unit or corps may be admitted to the married establishment as follows:— A.-26386 (A. G.-1).

(a) *If of substantive rank of Serjeant or above.*—The Head of the Service or Department with which they are serving shall be the authority for admitting them to the married establishment [illegible]

supernumerary until he rejoins and is absorbed.

(b) *If below the substantive rank of Serjeant.*—The man shall apply to the officer [illegible]

[illegible]

tance thereto, until his proper turn arrives in his permanent unit or corps

When admitted he will be borne supernumerary to the married establishment roll, and will be placed and retained on it with seniority from the date of his admission.

4. Indian Signal Corps.—Admission to the married establishment of the Indian Signal Corps will be sanctioned by the Commandant, Signal Training Centre and Depot, who is responsible for the administration of the married roll of the Indian Signal Corps as a whole.

Admission to the married establishment of the Indian Signal Corps does not, in itself, confer any right to admission to the married establishment of an individual corps or unit.

In order to protect their own interests in the event of posting to the Home Establishment or reversion to their units, those individuals who are not already borne on the married establishment or on the waiting list for their corps or unit, should apply to be placed on that list at the same time as they submit their application for admission to the married establishment of the Indian Signal Corps.

(b) Indian.

(Referred to in para. 541.)

The scale below refers only to the rank and file. All Indian officers are allowed to have their families with them in the lines of the unit.

1 Cavalry regiment	14 per cent
2 Aden troop	30 per cent
[illegible]	15
[illegible]	35
[illegible]	35
[illegible]	14 per cent
[illegible]	
[illegible]	14 per cent
7(a) [illegible]	14 per cent
[illegible]	14 per cent
[illegible]	14 per cent
[illegible]	27 per cent for headquarters (including all units at headquarters and reinforcements and recruits)
10 [illegible]	
[illegible]	50 per cent.
[illegible]	24 per cent
[illegible]	7 per cent.
[illegible]	All n c os. and 33 per cent of sappers

63385
(Q. M. G.-3).

12	Detached company, Sappers and Miners	14 per cent	
13	Defence Light Section	14 per cent	
14	Signal Corps	14 per cent	
[illegible]	[illegible]	27 per cent	
	[illegible]	14 per cent	34141
	[illegible]	14 per cent	(E. 2-B.).
	[illegible]	Superior personnel and 14 per cent. of remainder.	
18	Indian Hospital Corps	14 per cent	
19	Authorized followers of British and Indian units	All	
20	Indian combatants of all British units	14 per cent	
21	Army Veterinary Corps, India	All veterinary assistants ranking as w.os. and 14 per cent of the remainder	
22	Mechanical Transport Units and Mechanical Transport Depot	Combatant Ranks 14 per cent.	
	[illegible]		
		100 per cent	
	[illegible]	100 per cent	
		14 per cent	
	Artificers drawing under Rs 20 per month	100 per cent	A.-30526
23	Infantry and Pioneer Training battalions	7 per cent	(A. G.-2).

NOTE (i)—The term families means ' wife and children " and does not include relations

NOTE (ii)—The scale in item 22 applies *mutatis mutandis* to Indian Artificers of Medium Brigade Headquarters and tractor drawn batteries, R A 66559 (Q. M. G.-3).

APPENDIX XVI.

RULES FOR THE SUPPLY OF CARRIAGE BY THE CIVIL AUTHORITIES.

(Referred to in para. 564.)

1. Indents.—Indents on the civil authorities for hired carriage required for the movements of troops or stores will be prepared on

2. Collection and payments.—Hired carriage will not ordinarily be required to proceed beyond the limits of the next civil district on the route, but will be exchanged, if possible, at such stations as may be fixed by the local civil authorities.

It will be paid for at the authorised local hire rates from the date on which it is engaged by the civil officer for the march to the date of its discharge, both inclusive. If double marches are undertaken double rates will be paid for each march. Half hire will be paid for the return journey from the exchanging station to the place where the carriage was engaged. If the carriage is taken beyond the exchanging station full hire will be paid for the return journey from the place where the carriage is released to the place where it was engaged, without any allowance for the halts. If the carriage has to be collected before the date on which it is required, the civil authorities will notify the indenting officer the time required for collection prior to the start, and the probable extra expense that will be incurred. Carriage which ordinarily

nized loads, hire rates, owner's name, amount advanced and receipt for the same, and intimation as to the station at which the carriage should be exchanged (see I. A. F. S.-1675). The amount advanced will be at once repaid to the civil officer by the I. A. S. C.

4. Exchanging station.—The civil officer supplying the carriage will at the same time warn the civil officer at the first exchanging station of the transport requiring exchange, and the date and place at which

it will be required. The latter will then proceed as in para 3, and warn the next exchanging station Similar action will be taken at each exchanging station on the route

5. Change in original transport requirements.—Should any change be required *en route* in the ori inal quantity and description of transport supplied, the O. C. the troops will give the civil officer at the exchanging station concerned as much notice as possible

6. Unserviceable carriage.—Carriage breaking down between exchanging stations should be replaced on the spot in communication with the local civil officials, and paid off. If the advance received has not been liquidated the owner must refund the amount then due

7. Discharge of carriage.—On arrival at an exchanging station, or at destination the carriage will be at once released and paid off by the I. A. S C. officer, if there is one, otherwise by a British officer of the marching unit in the presence of the civil official attached to the troops, the acquittance roll being signed by both and countersigned by the O. C. Any disputes will be referred to, and settled by, the district civil officer at the place at which the transport is released

8. Detention of transport.—If carts are brought from a distance and detained at a camp of exercise, etc , the full rate of hire will be paid for each day for such detention. Carriage will not, however, be detained at a camp which lasts for five days or over, except in very special circumstances

9. Protective certificate.—When carriage is discharged, a certificate in English and the vernacular should be given by the civil officer at the exchanging station, or by the civil officer accompanying
ge from
, unless
If so

APPENDIX XVII.

REGULATIONS FOR THE EMPLOYMENT OF PENSIONED OR DISCHARGED INDIAN SOLDIERS AND RESERVISTS IN CIVIL CAPACITIES.

(Referred to in para 198.)

1. The object of these regulations is to assist pensioners, discharged soldiers and reservists of good character who may be seeking employment, and to enable civil administrations and others to obtain the services of loyal, trustworthy and well disciplined men, the majority of whom have served the State in a meritorious and exemplary manner.

2. The rules regarding pensioners continuing to draw their usual pensions in addition to the pay of their civil situations, are contained in P. and A Regs.

3. Application for the services of pensioners, discharged soldiers and reservists, should be made to R Os concerned with the class of man required, viz :—

Dogras	R Os, Lahore and Jullundur
Mahrattas and Dekhani Musalmans	R O, Poona
Hindustani Hindus	R O, Lucknow
Hindustani Musalmans	R Os, Lucknow, Delhi
Jats	R Os, Delhi, Lucknow and Ajmer.
Pathans	R O, Peshawar
Punjabi Musalmans	R Os, Rawalpindi, Lahore and Jullundur
Rajputana and Central India Hindus and Musalmans	R O, Ajmer
Rajputs	R Os, Lucknow and Delhi
Sikhs	R Os, Lahore and Jullundur.

4. For Christians, Hindus and Musalmans from Madras, application will be made to the Pension Paymaster, Madras.

5 These officers will keep a register of men who wish for employment, in which the nature of the work which each man desires, and is fitted for, as well as his age, qualifications and character, will be recorded.

7 The R O concerned will act as a medium between the employers and those desirous of employment and will afford any information that may be required on either side.

8. R. Os. will have power to strike off the roll the names of any men whom they have reason to consider in any way unfit for employment, informing the unit commander concerned.

9. R. Os will have power to enter on the roll the names of any candidates whom they may consider suitable for employment.

10. Reservists who record their names for employment will be informed that in the event of obtaining employment it is on the understanding that their annual or biennial attendance for training is not interfered with. Employers will be similarly informed.

11. Every person subject to the I A. A on discharge or on transfer to the reserve will, if certified as of good character, and provided he is desirous thereof, receive from his unit commander a recommendation on India Army Form Y-1962. A completed copy of this form will be sent to the recruiting officer concerned, or to the pension paymaster, Madras, who will record it and submit a report on the employment of pensioners as directed in India Army Form Z-2000 Concurrent with the issue of India Army Form Y-1962, the following instructions will be communicated to the recipients :—

(i) that they should apply personally or in writing, normally not less than 3 months after return to their homes, to the recruiting officer concerned, or the pension paymaster, Madras, if desirous of employment.

(ii) that unless they so apply they will not be considered for employment

(iii) that names of men from whom no application has been received within 1 year from the date of discharge will be removed from the registers and will only be restored if and when satisfactory reasons are furnished for failure to apply within the prescribed time limit

12 The unit commander will maintain a register of men he has recommended and will himself endeavour to find suitable employment for them The R. O will be informed of all men who obtain employment in this manner

13. When applicants are once provided with employment, Government will take no further part in the transaction. The railway fares or other expenses of the men to their destination will be paid either by the men themselves or by their employers Any advance that may be made on behalf of the men will, however, be forwarded to them through the R. O

APPENDIX XVIII.

REGULATIONS FOR RURKI SURVEY CLASS (INDIAN RANKS).

(Referred to in paras. 311-313.)

1. A proportion of surveyors, who are passed out of the Indian survey class at Rurki annually, will proceed under arrangements which will be made between the Chief of the General Staff and the Surveyor-General, to join parties of the Survey of India, for either one or two periods of extra training.

2. The first period of extra training will occupy about one year and ten months and will commence from the day after that on which the man leaves his military unit to join the Survey of India. This is usually about July 1st.

3. For pay and allowances and passages by rail during leave see P. and A. Regs.

4. Soldier surveyors will, whenever possible, be provided by the Survey of India with unmarried house accommodation in recess quarters during the first period of extra training but not during the second period. Such accommodation will depend on the quarters available at the office of the survey party, and such arrangements as the officer in charge can conveniently make must be accepted. If necessary, quarters may be hired.

5. During the recess (*i.e.*, hot weather) season of the first period of extra training, soldier surveyors, who wish to visit their homes may, with the sanction of the Surveyor-General, be granted furlough up to two and a half months.

necessary rail fares.

6. (*a*) About the end of each field season, the Surveyor-General will supply the Chief of the General Staff with a report on all soldier surveyors who have just completed their first period of extra training, showing which men are being retained to undergo a second period of extra training. The number so retained will not, as a rule, exceed 25 per cent. of the whole.

When the retention of certain soldier surveyors has been approved by the Surveyor-General, the officers in charge of survey parties concerned will communicate to the officers commanding the men's military units the names of the men selected and the probable date of commencement of their second period of training so that the remittance of their pay may be discontinued from that date. This date will usually be about May 1st.

(*b*) Men who are not retained will be sent back to their military units as soon after the end of their second field season as they can be conveniently spared. The Surveyor-General will supply the Chief of the General Staff with two copies of qualification reports on each of these men.

7. (*a*) The second period of extra training will last about three years and will commence from the date reported by the officer in charge of the survey party other officer commanding the men's military unit.

[illegible]

each of these men.

8. During the second period of extra training soldier surveyors will be paid by the Survey of India They will cease to draw any pay or allowance from their military units.

9. All soldier surveyors who have completed their second period of extra training and are finally approved by the Surveyor-General will have the option, with the concurrence of the Chief of the General Staff, of being permanently appointed to the Survey of India. They will in this case be required to sign an agreement in the following form:—

"The rules regarding soldier surveyors who are permanently appointed to the Survey of India having been fully explained to me I————————————————(name, rank and corps)————————————————wish to take my discharge from the Army / be transferred to the Unattached List and to be permanently appointed to the Survey of India, and do hereby undertake to be bound by these and such other rules regarding soldier surveyors who are permanently appointed to the Survey of India, as may from time to time be enforced"

10. Three months before the end of each field season, the Surveyor-General will inform the Chief of the General Staff of men who are about [illegible]

latter.

11. Surveyors on the unattached list may take their discharge from the army at any date subsequent to their transfer to the unattached list.

12. During the period of extra training soldier surveyors are not liable to be "claimed" for work under the Chief of the General Staff or under any department, except in the case of war. During the second period they are not liable to be "claimed" under any circumstances.

13. During both periods of extra training, soldier surveyors may, with the sanction of the Surveyor-General, be sent back to their military units, if they do not work satisfactorily, the Surveyor-General informing the Chief of the General Staff of the action taken.

APPENDIX XIX.

APPENDIX XX.

APPENDIX XXI.

RULES REGULATING ADMISSION TO INDIAN WORKS OF DEFENCE AND ORDNANCE ESTABLISHMENTS.

(Referred to in para. 29)

1. The district or brigade commander concerned is responsible that no unauthorized persons gain admittance to such works of de- [illegible] positions outside defences, or portions of defences, when it is not considered advisable that the public should be allowed to take drawings, sketches, or photographs of the same.

2. Application for passes to defences should be made to the brigade or district commander. In the case of ordnance store establishments, application will be made to the C. O. O. or ordnance officer in charge. In the case of wireless telegraphy stations, permission to enter the wireless buildings, as distinct from the defence enclosure, [illegible]

3. Except in the course of duty, no one admitted to any defensive work or portion of a defensive work to which these rules apply is permitted to make any written note, drawing, photograph, or measurement of any work, whether completely constructed or not; nor of any gun, machinery or apparatus. No restriction is, however, placed on the photographing, sketching or measuring of buildings of purely archæological interest in inland forts, if these buildings do not form a portion of the defences to which it is considered undesirable to admit the public.

4. Admission will be regulated as follows :—

Class of defence, etc.	Individuals.	Nature of pass or order required for each individual.
[illegible] enclosures of wireless telegraphy stations	[illegible] men, and visitors (to residential portions only).	Under rules made by the brigade commander or in the case of persons employed on the construction or maintenance of works, within the enclosure of a wireless telegraphy station on a pass signed by the superintendent of telegraphs.
	Officers and men of His Majesty's forces, on duty. Civilians, being British subjects employed in connection with the defences.	Yellow pass (I A.F. Z.-2029, *vide* I A.F. Z.-2001) issued by the brigade commander or in the case of persons employed on the construction or maintenance of works within the enclosure of a wireless telegraphy station on a pass signed by the superintendent of telegraphs
	Officers and men of His Majesty's forces, not on duty Civilians, being British subjects	Red pass (I. A F. Z.-2028, *vide* I A.F. Z-2001) issued by the district commander and countersigned by the superintendent of telegraphs in the case of wireless telegraphy buildings
	Foreigners	Blue pass issued by the C. G S with the sanction of the G. of I.
(*ii*) Such portions of class II and class III defences and such other defence works as, in the opinion of the district commander it is desirable to restrict admission to.	Troops under arms . . . Officers and soldiers of His Majesty's forces in uniform. Persons employed under proper authority on the maintenance and construction of works in the defences. Residents, their visitors, and servants to (residential portions only)	Under rules for admission made by the brigade commander Officers are required to give their names and addresses

Class or defence, etc.	Individuals.	Nature of pass or order required for each individual.
	Officers and soldiers of His Majesty's forces out of uniform. Civilians who are British subjects	Yellow pass, issued by the brigade commander.
	Foreigners . .	Blue pass, issued by the C G S, with the sanction of the G. of I
(iii) Ordnance establishments.	Troops under arms Officers and soldiers of H M.'s forces in uniform	Under rules for admission made by the C. O. O. or officer in charge with the approval of the Q M G.
	Persons employed under proper authority, either in the construction and maintenance of the works, or by the ordnance corps	Officers are required to give their names and addresses
	Officers and soldiers of H M 's forces out of uniform, not on duty Civilians being British subjects	Pink pass issued by the C. O. O or officer in charge, under the orders of the Q. M.G.
	Foreigners	Green pass, issued by the Q M. G with the sanction of the G. of I.

APPENDIX XXII.

BANKING OF REGIMENTAL FUNDS.

(Referred to in paragraph 846.)

Subject to the following conditions and procedure, the officer commanding a British or Indian unit or an Auxiliary Force, India corps or an Indian Territorial Force corps may at his discretion, lodge his regimental funds with any private bank or firm of good standing that may be selected by him.

(By a private bank or firm is here meant any banking concern other than a Government Treasury or the Imperial Bank of India and its branches; and the term "bank" is hereinafter used to include also any firm which carries on banking business. Shroffs employed in batteries of Royal Artillery are not included in the term "bank" or "firm")

2. Only regimental, as distinct from public, funds, may be so lodged (*vide the definitions prefixed to Army Regulations, India,* Volume III) and only such banks may be employed as have entered into an agreement, on India Army Form A-301, on 301-A, or on both with the Controller of Military Accounts the Secretary of State for India, or with both as the case may be.

3. Before making a deposit for the first time, or with a different bank from that previously dealt with, the sanction of the Controller of Military Accounts of the Command or District in which the unit is serving must be obtained. At the time of applying for such sanction the officer commanding will state clearly:—

(*a*) The name or designation and the location of the bank with which he proposes to deposit his regimental funds.

NOTE.—When it is proposed to deposit funds with a branch of any bank the *location of the headquarters* of the bank should also be stated.

(*b*) Whether the bank has agreed to receive the money and is willing to lodge with Government the necessary security.

(*c*) The nature of the funds severally, to be deposited, *e g.,* Mess, Band, etc.

(*d*) The aggregate amount of the deposit, for all the funds together.

The necessary security must, except in cases where it is to be deposited with the Secretary of State, be obtained from the headquarters of the bank concerned before sanction is accorded by the Controller of Military Accounts to the proposed deposit of the regimental funds, see paragraph 6. When the security is to be deposited with the Secretary of State, it must be furnished within 3 months from the date of the Controller of Military Accounts sanction above mentioned.

The banks and firms concerned may at their option furnish security in the shape of (1) sterling securities, provided that the securities so pledged are securities issued or guaranteed by the British or Indian Governments (2) Government of India rupee paper, cash, port trust

or municipal bonds or debentures, or partly (1) and partly (2). Sterling securities shall be lodged with his Majesty's Secretary of State for India; all other forms of security shall be lodged with the Controller of Military Accounts of the Command or District concerned, *vide* rule 6.

4. Subsequent deposits with the same bank may be made without further sanction from the Controller of Military Accounts unless the initial deposits reported to him (see paragraph 3) or the actual total balance last reported (see paragraph 5) would thereby be increased by Rs. 5,000 or more.

5. Immediately after the 30th June and 31st December of each year the commanding officer will obtain from each bank holding funds belonging to his unit a statement of the total balance at his credit, as it stood on such date, and he will without delay forward the statement to the Controller of Military Accounts of the Command or District in which the unit is serving, after verifying the statement with his regimental accounts and attaching his certificate of its correctness.

The balance shown in the statement must include all money held by the bank including both the current (or floating) account and fixed deposits, etc.

6. The lodgment of security will follow the Account District in which the headquarters of the bank concerned is located [illegible]

[illegible]

(see paragraphs 3—5).

[illegible] urity to be lodged [illegible] the Controller of [illegible] of 10 per cent. to [illegible] orted in the latest half-yearly statements received from commanding officers; such margin being designed to cover ordinary fluctuations connected with regimental deposits which may occur during the ensuing half year.

The Controller of Military Accounts will furnish the Military Accountant General, so as to reach him by the 15th July and 15th January with half-yearly statements showing the amount of regimental funds held by the banks and firms concerned on the 30th June and 31st December, respectively, for which security in sterling has been lodged with the Secretary of State for India. The Military Accountant General will then submit a consolidated statement to the Government of India for transmission to the Secretary of State to enable him to regulate the amount of security required.

The Controller of Military Accounts will also at dates between the half-yearly reports take further security, if necessary, to cover with a margin of 10 per cent., fresh deposits sanctioned under rules 2 and

3. If the security is lodged with the Secretary of State for India, the Controller of Military Accounts will immediately send an intimation to that effect to the Military Accountant General, to enable him to send a report to the Government of India, for transmission to the Secretary of State for India in order that the latter may obtain further security.

On the other hand, if considerable withdrawals occur between the dates of half-yearly reports which are not likely to be made up again during the same half year, the Controller of Military Accounts shall, on application made by the bank, release a proportionate part of the security in his hands if he is satisfied that the withdrawals made justify this course.

8. *The security lodged, whether in Government paper, or in* cash, or in port trust or municipal bonds or debentures will be duly hypothecated in favour of the Controller of Military Accounts concerned or, in the case of sterling securities, in favour of the Secretary of State for India, at whose sole order and disposal the security will thenceforward remain subject to the provision that in case of failure of the bank the lien of the Controller of Military Accounts or the Secretary of State for India as the case may be upon the security deposited shall extend only to the aggregate amount of regimental funds then actually held by the bank The Controller of Military Accounts or the Secretary of State for India, as the case may be, will retain the securities in his own custody, and realise and pay to the bank the interest thereon as it becomes due.

All security deposits lodged in Government paper, or in port trust or municipal bonds or debentures shall be taken at their market value at the time of deposit In the event of fluctuations in the market value of such deposits, the Civil Military Accounts concerned will in all cases review the position annually or if he or the depositor so desires after an interval of six months from the date of deposit or from the date of last review. In either case when a considerable difference in value has taken place, the Civil Military Accounts will call upon the depositor to make up the difference or allow him a refund, as the case may be.

In cases where a bank desires to tender the security, in cash instead of in Government paper, or port trust or municipal bonds or debentures the cash should be deposited in the Imperial Bank of India, or one of its branches and the bank deposit receipt should be forwarded to the Controller of Military Accounts by whom it will be kept in safe custody.

In cases where the bank has tendered the security in sterling with the Secretary of State for India, the later will report the amount so lodged to the Government of India for notification to the Controller of Military Accounts, of the Command or District in which the headquarters in India of the bank concerned is located.

9. With a view to minimising the risk of the security lodged with the Secretary of State being at any time insufficient to cover the total deposits of regiments in India no refund will be made by the

Secretary of State except on the basis of the half-yearly statements mentioned in paragraph 7 above.

10 If intimation is received by the Government of India that a bank which has deposited sterling securities with the Secretary of State wishes to replace the same wholly or partly by Government of India rupee paper or some other form of security authorised to be held in this country, the Military Accountant General will inform the Controller of Military Accounts concerned. Immediately the security which it is desired to substitute is deposited the latter officer will report to the Military Accountant General to admit of intimation being sent at once by the Government of India to the Secretary of State.

11. The responsibility of the Civil Military Accounts is limited to the duties above indicated He is not concerned in detailed work connected with regimental funds, such as settlin: the rates of interest to be allowed on deposits or seeing that the interest agreed upon is duly credited; arranging for transfer of money from "floating account" to "fixed deposit" or vice versa, checking the amounts paid into or withdrawn from accounts or dealing with points in dispute between depositors and banks Such matters appertain solely to the interior management of the funds and remain to be settled in direct communication between the officer commanding the unit and the bank concerned.

NOTE 1—It is to be clearly understood that all deposits of regimental funds with a private bank or firm are made and remain at the personal responsibility of the commanding officer The rules and procedure above stated have been laid down for the convenience and benefit of corps to make it possible for them to earn interest on their [illegible]

APPENDIX XXIV.

PRELIMINARY EXAMINATIONS FOR DEPARTMENTAL EMPLOY.

Judge Advocate General's Department.

(Referred to in paragraph 59.)

Where held.	When	Board	Application	Books and subjects of examination	Remarks
Command Head-quarters (usually)	2nd Monday in January and July.	Appointed by G. O. C.-in-C. Consist of D. J. A. G or A. J. A. G and two field officers	To reach J A G by 1st December and 1st June	A A and R P, Air Force Act and R P, I A A. and Rules, those portions of the K R. for the Army, K R for the R A F, and Regulations for the Army in India that relate in any way to discipline, Criminal Law of England, English and Indian Law of evidence, Indian Penal Code.— Tests will be:— (a) *Viva Voce* examination by the board on A A, A F A, I A A, and books of regulations, (b) Framing a charge for a G C M and recording the proceedings; reviewing the proceedings of a minor court martial. (c) Papers (about seven) of questions on the books and subjects above *N. B.—No books* are allowed at examination save in that portion of (b) above which relates to framing a charge for a G C M. and recording the proceedings, when the *M. M. L., M. I. M. L.,* or *M. A. F. L.* (as the case may be) will be allowed.	Papers will be set by the J. A. G The report of the board on (a) and the candidates' replies to (b) and (c) will be sent to the J A G

NOTE.—An officer will not be allowed to present himself more than twice for examination.

CANTONMENTS DEPARTMENT.

(Referred to in paragraph 60)

Syllabus of examination for officers of the Cantonments Department.

PART I

Cantonment Administration.

Paper I.—The Cantonments Act and rules thereunder other than the portions dealing specifically with the subjects prescribed for the remainder of the examination. 32086 (A. D.)

Paper II.—Cantonment Finance and Accounts.

Paper III.—(a) Sanitation.

(b) Office administration, Fundamental Rules as applicable to Cantonment Fund Servants Government Servants Conduct Rules.

Paper IV (with books)—Cattle Trespass Act.

The Local Authorities Loans Act.
The Municipal Taxation Act
The Provident Funds Act
The General Clauses Act.
The Government Buildings Act
The Cantonments (House Accommodation) Act.
The Indian Electricity Act.
The Hackney Carriage Act.
The Stamp Act
The Indian Limitation Act.
The Indian Contract Act

PART II.

Administration of Cantonment Lands.

Paper I.—(a) (1) Cantonment Land Administration Rules, 1925, together with the complementary rules, 1926

(2) Land Revenue (with books).

(b) Agriculture and Arboriculture.

Paper II (with books)—The Transfer of Property Act.
The Land Acquisition Act.
The Indian Registration Act.

For the purpose of preparation for this examination the following text books and publications may be referred to :—

[illegible] Nath

[illegible] .I.E.

[illegible] overnment Press, Lahore).

(d) Municipality of Bombay, Office Manual, Part I.

(e) Central Provinces Land Revenue Act, 1917.

APPENDIX XXV.

PRESCRIBED TOUR OF SERVICE IN INDIA FOR BRITISH SERVICE.

	Years.
R. A. S. C. officers	5
R E officers	See R. E. Corps memorandum (India).
R. A. M. C officers	5
Army Dental Corps officers	5
R A. V. C. officers	5
R. A O Corps officer	5
Officers of the Army Educational Corps	5
R. A. S. C., W Os, N. C. Os and men	5
Warrant and n. c. os. of the Army Educational Corps	5
Army Schoolmistresses	5
Warrant and n. c. os. armament artificer section and armourer section, R. A O. C.	5
Officers, other than those mentioned above, under paragraph 239 K. R.	6
Warrant and n c. os R. E., when serving with Sappers and Miners	5 (a)
Defence Light Sections, Sappers and Miners	Five years, or when services no longer required in India.
Warrant officers, non commissioned officers and men of all arms other than those mentioned above, under paragraph 335, King's Regulations	6

No. 5167 (Q.M.G.-9).

The tour of service counts from the date of embarkation for India and includes all duty and leave out of India during the tour; except in the case of R. A. M. C. officers who may count only up to 12 months' leave on m. c. exclusive of the time spent on the voyage out with troops, towards a tour.

(a) Exception in the case of those who arrived in India prior to trooping season 1921 22 who serve for period of engagement.

APPENDIX XXVI.

RULES FOR THE EMPLOYMENT OF SAPPERS AND MINERS AND PIONEERS UNDER GOVERNMENT DEPARTMENTS, OR WITH NATIVE STATES AND PRIVATE EMPLOYERS.

(Referred to in paragraph 547.)

1 With due regard to other military interests every opportunity should be taken in peace time for the employment of Sappers and Miners, and Pioneers, on roads, railways, or other works of utility, likely to improve their technical efficiency for war Such employment may be "on contract or under special agreement." The Railway Administration, the Public Works Department and the Military Engineer Services will pay rates not exceeding those at which similar works in the same locality is being, or could be satisfactorily carried out by a civil contractor, the engineer-in-chief or the commanding royal engineer being the sole authority for determining the conditions and rates of payment, the guiding principles being — 18365 (G. S. and S. D.-1).

(i) no extra expense to Government is to be incurred,

(ii) reasonable remuneration is to be afforded to the troops employed

Payments will be made direct to the Officer Commanding the troops employed who will determine the amounts to be paid to the men, and also will, as in the case of a civil contractor, be required to meet from the payments for labour all extra expenditure incurred in connection with their employment, including compensation for dearness of provisions, and all charges connected with transport, movement, extra clothing, hutting, water supply, conservancy, etc, and repair and maintenance of tools and plant. Unless it be otherwise provided by special rule, no portion of the extra expenses incurred by reason of the employment of troops on these works shall be borne by the military budget.

2. No engineer or working pay shall be issued to any one employed with a unit engaged on railway, public or military works, or proceeding to or from such employment, except as provided for in paragraph 3.

3. In the case of sappers and miners the issue of working pay debitable to the military budget, is admissible while a unit is employed under the Railway Administrations, the Public Works Department or the Military Engineer Services, to:—

(a) British non-commissioned officers;

(b) Indian ranks drawing extra duty pay in regimental appointments;

(c) Men employed upon instructional work, if there is no contract work available for them;

provided they derive no benefit in the way of pay from the contract receipts

4. Contract work referred to in paragraphs 5 and 7 shall be regarded as "military duty" for the purposes of the grant, under the Royal Warrant for pay, or P. and A. Regulations, India, as the case may be, of pensions to those injured, and of family pensions to the heirs of those killed, while in the performance of such work.

Liability for such casualties occurring whilst employed by Government Departments (Railways, M. E. S., or P. W. D.) is accepted by Government. For those occurring whilst employed with a Native State or private employer, such State or private employer is liable to Government. Should cases occur in which it may be desirable to modify the above provisions, they will be specially considered on their merits.

5. Units employed under the Railway Administration, the Public Works Department and the Military Engineer Services can at any time be withdrawn from such employment should conditions of active service arise at any time during the period of their work such as to render their presence elsewhere necessary. Failing the existence of such conditions, there is no limit fixed as to the length of time a unit may be employed on contract work, and the ordinary rules governing the completion of a contract, once taken up, will apply.

6. During the course of any contract that extends beyond a period of six months, military training of the unit or units engaged thereupon will be carried on, sufficient for practical purposes of efficiency. In such cases not more than three quarters of any unit will be employed at any one time upon the actual contract work, although the whole unit will be moved to the site of the contract. The remaining quarter of the unit will be under military training at or near the locality where contract work is going on.

7. When contract work of the above nature is offered to military units by Indian States or private employers, the application, accompanied by the proposed terms of agreement, will be submitted to A [illegible]

8. In the case of contracts with Government departments, district commanders are empowered to give sanction to work being undertaken, subject to the following conditions:—

(a) That the total number of men required to perform the work does not exceed 10 per cent. of the total strength of the unit.

(b) That the party is within 24 hours recall of the headquarters of the units.

(c) That the work is in the nature of piece-work, i.e., can be terminated by 48 hours' notice on either side.

9. In no case will the Officer Commanding concerned have the right to refuse such employment sanctioned by a higher authority.

10. A report should be made to the C. G. S. indicating the place and nature of the work, the number of men employed and the period of employment. *Applications in connection with all contracts with* Government Departments other than those of the nature alluded to in paragraph 8 above, should be submitted to the C. G. S through the usual channels, for the sanction of H E the C-in-C

11. It should be understood that the rules as now modified apply during normal times only, and that the proposed employment of any mobilized unit should invariably be referred to the C G S

12 When new lines are required to be constructed sepoys, other than those of sappers and miners and pioneer units, shall not be employed in the work of levelling sites or of demolishing old buildings.

APPENDIX XXVII.

UNATTACHED LIST.

(a) General instructions.

1. The U. L. has been constituted to prevent the reduction of the effective strength of units, and comprises the departmental officers and w. os. serving in the various departments; the non-departmental w. os. employed as serjeant-majors of garrisons, schools of instruction, hill depot quartermaster-serjeants, etc., and the n. c. os., and men serving in departments or other permanent extra-regimental appointments specified in P. and A. Regs.

2. Applications by n. c. os. and men of good character and possessing the requisite qualifications, will be submitted in accordance with the instructions on I. A. F. U.-1740, to the head of the depart-

candidates will be at once reported to the registering authority. The departure of an accepted candidate from the Indian establishment necessitates the removal of his name from the list of candidates for

the K. R.

3. HEAD OF DEPARTMENT.—The term "Head of department" where used in this appendix will be held to apply as follows with reference to those employed in;—

I. A. O. C.	D. E. and O. S.
I. O. D.	D. O. F. and M. or the D. of A. as the case may be.
I. A. S. C.	District Commanders.
Public Works Department	C. E. Province.
Public works department (permanent way inspectors).	Agents of company and state railways.
Military works services	D. M. W., as regards paragraphs 2, 19, 20, and 22 of this appendix and district commander for all other purposes.
Indian telegraph department	Director, Posts and Telegraphs.
Indo-European telegraph department.	Director, Persian section
Station veterinary hospitals.	S. V. O.
Army headquarters	Head of Branch in which serving.
Headquarters of commands	G. O. C.-in C.
Military accounts department	C. M. A.
Army Remount Department	D. R.
Military Farms	Director of Farms
District brigade and station offices	District Commander
Musicians	M. S. to H. E. the Viceroy or Governor.
Indian Signal Corps	Commandant, Signal Training Centre and Depot, Jubbulpore.
All others	District Commander.

A.-17629 (A. G.-11)

4. N. C. Os. and men shall not marry without the previous sanction of the officer under whom they are serving.

(b) Appointments and transfers.

5 On selection, application should be made direct to the brigade commander under whom the applicant is serving. An application for his transfer to the U. L. will be made on I. A. F. U.-1742, when he succeeds to a permanent appointment. Soldiers of the R. E. are eligible for promotion to serjeant in the corps, but the regimental promotion of other soldiers ceases on leaving their corps for departmental or detached employ, and their subsequent promotion is regulated by departmental rules.

The transfer to the U. L. of passed apprentices of the T. C. E. College, Rurki and other engineering colleges will be carried out on their permanent appointment to the M. W. S. or P. W. D. with effect from the date following that on which their final examination in the college ends.

6. On transfer to the U. L., soldiers will continue to be borne supernumerary on the rolls of their original units irrespective of whether their units are serving in India or elsewhere, for so long as the soldier remains on the U. L. or, in the case of departmental ranks, up to the date that a man is promoted to departmental warrant rank, when he will be struck off the rolls of his original unit.

(c) Promotions.

7. A soldier, on completion of the undermentioned periods of qualifying service with uniform good conduct, if below the rank stated and the same or higher rank is not attached to and given with the appointment, may be promoted as follows :—

(1) *Departmental ranks.*

Serjeant with effect from date of transfer to the U. L. and staff-serjeant after three years' departmental service as serjeant.

Promotion to serjeant on transfer to the U. L. does not carry with it a corresponding increase of pay.

N. C. Os. who joined the Corps of Military Staff Clerks on or after the 24th November 1911, will on transfer to any section of the departmental U. L. count all non-departmental service in the Corps towards the 3 years' qualifying service for promotion to the rank of staff-serjeant.

(2) *Non-departmental ranks*—

(*a*) In all cases not mentioned below, serjeant after one year's service in the appointment, and three years' army service.

(*b*) 1st class soldier mechanics. Corporal on appointment, serjeant after one year's service in the appointment, and staff-serjeant after three years as serjeant.

(*c*) 2nd class soldier mechanics. Corporal after one year's service, serjeant after six years' service in the appointment, and staff-serjeant after three years as serjeant.

(*d*) Bandsmen, serjeant after one year's effective service in the band and six years' army service, provided they agree to re-engage when eligible to do so.

Promotion of soldier mechanics to the rank of staff-serjeant will not affect pay, leave pay and pension.

Recommendations for promotion to serjeant, and in the case of departmental ranks staff-serjeants, will be submitted on I. A. F. U.-1743

8. Promotion to sub-conductor or higher rank will generally be by departmental seniority, but in cases of superior merit may be by selection When recommending a subordinate for promotion the head of the department will satisfy himself that, in addition to eligibility by reason of efficiency, the subordinate is in every respect fitted for advancement in regard to temperament and habits Promotion to the next higher rank of those serving in departments, not having fixed establishments, will be regulated by the average rate of promotion of the last ten advancements to that rank, and signallers of the Indo-European telegraph department will complete ten years' departmental service before they are eligible for promotion to warrant rank. Application for such promotion will be submitted to the G. of I for approval and notification A soldier transferred to the departmental U L. on or after the 1st January 1912 will not be promoted to warrant rank unless and until he is in possession of a first class certificate of education or the equivalent under the army school regulations. This qualification will not be demanded in the case of a soldier of the M. W. S or P. W. D, who has obtained a certificate as sub-engineer or overseer from a civil engineering college Before a soldier is promoted to departmental warrant rank, he shall sign a declaration agreeing to continue to serve until legally discharged—(I A F U -1746) Farrier serjeants of the Indian veterinary corps will receive promotion under the R. W., applications being submitted to the district commander.

A.-38483 (A. G.-11). 9 Before a recommendation is submitted for the promotion of a warrant officer of the Unattached List to commissioned rank, the candidate will be seen by a district or brigade commander (head of department in the case of those serving at headquarters of departments) who will examine the warrant officer's eligibility for a commission. The district commander, brigade commander or head of the department concerned will satisfy himself that both the character and military record of the warrant officer are up to the standard required of a King's commissioned officer.

In the case of *deferred* promotions, similar action will again be taken before such promotions are actually gazetted.

A.-33615 (A. G.-11). 10 Departmental Officers, warrant and N. C. Os may be specially promoted for good service in the field, or for distinguished service of an exceptional nature not in the field. The services rendered should not merely be of very distinguished merit, but should be exceptional and exacting, and denote ability and devotion to duty of a very high order, and such as could only be carried out by an individual who is exceptionally gifted When so promoted they will be borne as supernumeraries in their new grades until absorbed by promotion in the ordinary course. In both branches of the Indian Medical Department those specially promoted in the warrant grade will retain their new

seniority only up to the top of that grade, promotion to commissioned rank being regulated according to the substantive position prior to the grant of special promotion Those specially promoted to commissioned rank will retain their new seniority to the top of the commissioned grade No promotions can be made in the room of those specially promoted

11 The channel for submission of recommendations for special promotion is as follows — A.-33615 (A. G.-11).

(a) *For service in the field* —The G O C the forces will include his recommendations in his despatch to the C G S The latter will take the general orders of H E the C in C, and forward copies of such orders to the A G who will consult heads of department at Army headquarters or department of Government concerned, direct and take the final orders of H. E the C in C before submission of the recommendations to Government

(b) The local head of a department will submit his recommendation to the district or brigade commander for transmission to the A G The latter will consult the head of the department at Army Head quarters concerned and take the orders of H E the C-in-C before submitting the recommendation to the Government of India

Recommendations for accelerated promotion will be submitted on the 1st July annually for submission to the Secretary of State with a view to publication in January the following year.

12 The commissioned and warrant ranks of the U L. are :—

Commissioned ranks

Commissary with the rank of major.
Deputy commissary with the rank of captain
Assistant commissary with the rank of lieutenant

Warrant ranks, departmental.

Conductor
Sub-conductor

Warrant ranks, non-departmental.

Director of music, Viceroy's Band A.-21904 (A. G.-1).
Garrison serjeant majors.
Embarkation serjeant-majors
Serjeant majors and quartermaster serjeants of the equitation, small arms, physical training , machine gun schools and Army School of Education (India), and Serjeant-majors, school of artillery and Prince of Wales' Royal Indian Military College. 12308 (G. S. M. T.-1).
Serjeant-major, Viceroy's band.
Serjeant-major, Indian veterinary corps.
Serjeant-major, signal units
Hill depot quartermaster serjeants
1st Class Staff-Serjeant-Major, Military Detention Corps (India).
Staff Serjeant-Majors, Military Detention Corps (India). A.-31544 (G.-1).

rank, which will be noted in their documents, together with any higher scale of pension, for which it may qualify them and the date of commencement of such qualifying service.

(d) Documents.

13 Immediately a British soldier leaves his unit for employment on the U L, all his documents will be sent to the head of the department or to the officer under whom the soldier is to serve except in the case of the I. A S C. and Indian Signal corps

The officers referred to above will be responsible for the maintenance of all the documents, with the exception of those which are kept by the [illegible]

be maintained as follows ,—

(i) By the officer in charge, I. A. S. C. Records or Commandant, *Signal Training Centre and Depot* —

Duplicate attestation paper

(ii) By the officer under whom the n. c o. or man is serving :—

Regimental conduct sheet (Army Form B.-120)

Company or squadron sheet (Army Form B.-121).

Medical history sheet (Army Form B -178).

The duties assigned to the head of the department referred to in this paragraph will be carried out by the officer in charge, I. A. S. C. Records, and Commandant, Signal Training Centre and Depot.

14 A soldier is removed from the rolls of his unit on promotion to departmental warrant rank. The head of the department or officer under whom the soldier is serving will obtain the original attestation and maintain it with the soldier's other documents The maintenance of the duplicate attestation will be discontinued on the promotion of a soldier to departmental warrant rank. After comparison, where possible, with the original attestation and adjustment of any difference, the duplicate attestation will be destroyed.

15 Appointments to the U. L., and in the case of non-departmental w. os and all U. L. n c os, and men, changes in rank, transfers furloughs, remands, dismissals, discharges, marriages, births and deaths in their families, etc., will be entered up in the soldier's duplicate attestation by the head of the department or officer under whom the soldier is serving Arrests and court-martial entries, also dates from and to which consolidated pay has been drawn (see P. & A Regs.) will similarly be entered. All entries so made will be communicated to the officer in possession of the original attestation.

The documents of departmental officers and w. os. will similarly be maintained by the head of the department or officer under whom the departmental officer or w. o. is serving.

16. The documents of non-effective non-departmental w. o. and all n. c. os. and men of the U. L. will be disposed of by the head of the department or officer under whom the non-effective was serving, as directed in the Ks. R. In the case of non-effective departmental officers and w. os. all original documents will be forwarded to the A. G. except those of non-effective departmental officers and w. os. of the late Madras unattached list which will be forwarded to the Madras district commander for final custody.

(e) Service.

17. Departmental service counts from the date of transfer to the U. L. but promotion in a department is generally governed by the actual date of appointment or transfer thereto.

18. Non-departmental warrant officers, and all non-commissioned officers and men of the India Unattached List may be permitted to extend their service, re-engage or continue in the service beyond 21 years, under the conditions prescribed in the King's Regulations. The final approving authority for such extensions, re-engagements and continuance in the service beyond 21 years, will be the head of the department concerned as defined in paragraph 3 of this Appendix. In all cases of such extensions, etc., the Officer-in-charge, Home Record Office concerned, will be duly notified by the customary Part II orders. Departmental officers and w. os. and soldier mechanics, provided they remain efficient, may be permitted to serve on till the age of 55 years on attaining which, retirement is compulsory.

(f) Removals—Retirements—Discharges.

19. Warrant and non-commissioned officers and men of the India Unattached List may be removed and re-appointed to regimental duty in their own corps by the district commander "for failure to qualify under departmental rules for retention in the department to which appointed, for inefficiency or for misconduct." A.-33766 (A. G.-XI).

A soldier who is so removed will rejoin the unit of the corps from which he was originally appointed to the India Unattached List. If the unit at the time of the removal is stationed out of India, the soldier will be sent to rejoin it by the first available transport.

Applications for removal, giving full reasons and accompanied by copies of the soldiers departmental character sheets and conduct sheets, will be submitted by the head of the department to the district commander who may order the removal as follows :—

(a) either in the rank the soldier so removed holds at the time of his removal without loss of seniority, or

(b) in a lower rank. A soldier removed for misconduct will have seniority in that lower rank from the date of the order of removal. A soldier removed for failure to qualify for retention or for inefficiency, will be removed in the rank held by

him prior to his appointment to the India Unattached List without loss of seniority in that rank.

(c) If the district commander does not comply with an application for removal on account of failure to qualify for retention he will report the case to Army Headquarters stating his reasons for not ordering the removal.

As it will seldom be expedient to remove warrant officers in that rank they will usually be dealt with under clause (b)

In the cases of warrant officers, the authority for removal with or without loss of rank is section 83 (6) A.A. In the cases of non commissioned officers, the reduction (if any) in rank must be ordered under section 183 (2) A A The removal will be notified in the orders of the sanctioning authority. The warrants of warrant officers will be withdrawn and returned to the Government of India. If suspended pending removal, non-commissioned officers and men should be attached to the nearest British unit until orders for their disposal are received.

(2) Reduction or remand and reduction under section 180 (2) (f), A.A.

A warrant officer is liable to be reduced by the Government of India to a lower grade of warrant rank or to be remanded by the same authority to regimental duty in the regimental rank held by him immediately previous to his appointment to be a warrant officer with seniority from the date of the order of remand

20 Warrant and n c. os and men of the U L. on conviction by court martial will be dealt with as follows —

(i) Warrant officer—if reduced by the court in the list of his rank or to an inferior class of w o, he may or may not be removed (optional), if reduced to the ranks he must be removed to regimental duty, but he shall not be required to serve in the ranks as a soldier.

(ii) N c os. and men may be removed to regimental duty at the discretion of the district commander.

Applications for removal under this paragraph will be submitted by the head of the department to, and dealt with by, the district commander, exactly as laid down in para. 19

21. The discipline of U. L. ranks employed in the Indian telegraph department is governed by the rules contained in Chapter IV, Vol. II, Telegraph Manual.

22. A departmental warrant officer having 21 years' qualifying service for pension shall be liable to be discharged. He may, however, be retained for such further specified periods as may be authorized from time to time by the head of his department or other superior authority, but shall not be retained beyond the age of 55 years.

A departmental w. o. is also liable to be discharged at any time by order of competent military authority should his services be no longer required

23. Application for the retirement to pension, from any cause, of departmental officers and w. os serving in India, will be submitted on

I. A. F. A. 311 to the head of the department concerned for sanction and transmission to the C. M. A. concerned for issue of the pension notification. In the case of departmental officers and W. Os. proceeding to the United Kingdom on leave pending retirement, I. A. F. A.-312 (Record of Service) will be transmitted to the India Office as soon as they proceed on such leave. Voluntary application submitted while on leave in the U. K. will be addressed to the Under Secretary of State, India Office, at least two months before the expiration of the leave, but when it is desired to compulsorily retire a w. o., under the provisions of para. 22, while on leave in the U. K., the head of the department will submit the necessary papers to the G. of I. for transmission to the Secretary of State. W. Os. will be given a retirement certificate (I. A. F. U.-1748). The Officer i/c I. A. S. C. Records performs the functions of head of department in respect of retirements of departmental officers and warrant officers of the I. A. S. C., serving in India, except where such retirement is the result of disciplinary action. **A.-29405 (A. G.-XI).**

24. A departmental w. o. on being appointed to a civil gazetted post is required to resign his rank and retire from the service.

25. The special pension authorised in the P. & A. Regs. to soldier-*mechanics of the I. O. D. is awarded by the Chelsea Commissioners.* These men are remanded to regimental duty for discharge as required by the discharge Regulations, and when their discharge has been carried out their discharge documents are sent by the officer commanding the regiment to the head of the department concerned. Applications for the retirement of these men are submitted on I. A. F. A.-311. The head of the department concerned will obtain the recommendation of the G. of I. as to the rate of pension to be granted to the men and forward the recommendation together with the men's discharge documents through the officer in charge of records concerned, to the Commissioners of Chelsea Hospital with a view to the pension being awarded. For the purpose of this rule, the D. O. F. and M. or the D. of A. as the case may be shall be considered as the head of the department.

26. Warrant and n. c. os. and men of the U. L. may, with the approval of the district commander, resign their U. L. rank and revert to regimental duty. In such cases the man will rejoin his corps in the position he held prior to his transfer to the U. L., and be absorbed in the first vacancy. A R. E. soldier will, however, retain his U. L. rank until he is reverted to regimental duty at the first public opportunity. He will not necessarily return to the particular unit in which he was serving immediately prior to his transfer to the U. L. but will be available for general regimental duty in the Corps of Royal Engineers. Applications from artillery men who wish to resign their U. L. rank in order to accompany a battery or company to England after long service in India, may be specially considered by the district commander.

27. Applications for the discharge of those below the rank of departmental warrant officer will be forwarded by the head of the department or officer under whom the soldier is serving to the district commander in whose district the soldier is serving. The latter will issue an order removing the individual from the U. L. and transferring him to his unit

in the rank he holds at the time of his removal, authorizing the discharge. The date of discharge will be notified by the unit commander to the district commander. Such men need not actually rejoin their corps for duty pending discharge as their discharge documents will be prepared and all claims settled by the unit commander in communication with the officer under whom they are serving. Where the original units are stationed at the time out of India the soldiers concerned will be transferred to the nearest unit located in India which belongs to the same branch of the service as their former corps.

Men of the U. L who elect for transfer to the army reserve will be called upon to resign their U. L. rank and revert to regimental duty under the same conditions as men who resign under para. 26.

28. N. C. os. and men who are medically unfit for further service will be removed by order of the district commander from the U. L. and transferred to their corps in the rank they hold at the time of their removal, *to be invalided or otherwise disposed of ; if recommended for change of* air in India they will not be removed from the U L. but sent to a sanitarium for duty

28-A. When Part II, Regimental Orders, contain notifications of remand of India Unattached List ranks to regimental duty, a copy thereof will be forwarded without delay by the officer commanding the unit concerned direct to the Secretary Military Department, India Office, London.

(g) Indian ranks.

29 Indian n. c. os. and men of all branches are eligible for employment in civil departments and those who have passed a qualifying course of instruction in grass farming for employment on government grass farms. For civil employment (except the survey department for which there are special rules, see Appx. XVIII), the probationary period will be twelve months. The training period for grass farms is 12 months followed by 6 months' probation. During the first 3 months of absence from his unit, when on training or on probation with a civil department, and during the first six months of absence from his unit on training with the Military Farms Department, a soldier will be borne, unseconded, on the establishment of his unit. On the expiry of the period of 3 months' absence in the case of civil department, and at the end of six months if employed with the Military Farms Department, the [illegible]

the qualifying examination for permanent retention in the department, or if, in other ways, the soldier is found unsuitable for permanent appointment, he will be discharged from the service. Application for employment will be made on I. A. F. U.-1741, and for transfer to the U. L. on I. A. F. U.-1742.

APPENDIX XXVIII.

THE INDIAN RESERVE FORCE RULES, 1925.

The following rules and orders have been made by the Governor-General in Council for the government, discipline and regulation of the Indian Reserve Forces under section 4 of the Indian Reserve Forces Act, 1888 — A.-32340 (A. G.-8).

1 These rules and orders may be called the Indian Reserve Forces Rules, 1925

2 In these rules and orders, "Commanding Officer" means, the officer in command of a reserve centre or of the corps or portion of a corps to which a reservist is attached for training or muster.

Provided that in the case of a reservist of the Indian Hospital Corps, who is attached for training or muster to a unit of his corps, other than the unit to which he belongs, his commanding Officer will be —

(a) [illegible]

(b) [illegible] training or muster

3 The Reserve shall consist of —

(a) Indian Officers commissioned under Rule 4.

(b) [illegible]

(c) [illegible]

4. (a) Commissions as Risaldars or Jemadars in the Reserve of the Indian Army Service Corps may be granted to gentlemen of influence who being not more than 30 years of age, are pronounced medically fit for service

(b) Such Indian officers will ordinarily be retired on attaining 45 years of age.

(c) When called out for army service such Indian officers will, for the purposes of pay and allowances, be on the same footing as Indian officers of the Indian Army of corresponding rank, and holding similar appointments in the Indian Army Service Corps. For the purposes of wound, injury and family pensions or gratuities they will be under the same rules as the corresponding ranks in the Indian Army.

(d) Indian officers of the Reserve will rank among themselves according to the dates of their commissions and, when employed on army service, will rank with Indian officers of corresponding rank in the Indian Army, but as juniors of each rank. Indian officers commissioned under clause (a) will exercise no military command except over persons belonging or attached to the Indian Army Service Corps

(e) Commissions already granted under the provisions of Military Department Notification No 112, dated the 10th February 1905, shall be deemed to have been granted under the provisions of this rule.

5 Every reservist shall come up for service, training or muster, when required to do so by order of his commanding officer; or for service when required to do so by Order of the Commander-in-Chief in India or of any authority empowered by him in this behalf, and shall for this purpose attend at any place specified in such order.

6 Every reservist shall inform his commanding officer of his address, and shall in any change of such address at once inform the said commanding officer of such change.

7 No reservist shall leave India except with the permission of his commanding officer For the purpose of this Rule, Nepal shall, as regards Gurkha reservists, be deemed to be included in the term 'India'

8 A reservist who has, for any reason, failed to attend at any place when required to do so in pursuance of Rule 5 may be required by his commanding officer to attend for medical examination at the nearest military station to his home, and, if so required, shall attend at such military station on the date appointed for such examination

9 Notwithstanding anything contained in Section 126 of the Indian Army Act, 1911, it shall not be necessary to assemble a Court of Inquiry under that section merely because a reservist has failed to attend when required to do so in pursuance of Rule 5 or 8 Such a Court of Inquiry may, however at the discretion of the commanding officer of the reservist, be assembled in such a case

10 A reservist who fails to attend any place when required to do so in pursuance of Rule 5 shall forfeit all arrears of pay and allowances due to him. Pay and allowances forfeited under this Rule may, when the failure to attend is due to sickness or to any other cause which [illegible]

[illegible]

12. The certificate referred to in clause (2) of Section 6 of the Indian Reserve Forces Act, 1888, may be signed by the commanding officer of the reservist concerned or, in respect of a reservist who fails to attend for medical inspection when required to do so in pursuance of Rule 8, by the commanding officer of the military station at which such reservist was required to attend.

13 When a person subject to the Indian Army Act, 1911, is transferred to the Reserve, his commanding officer shall, at the time of such transfer, explain or cause to be explained to him the obligations and restrictions imposed by Rules 5 to 8 and the forfeiture which may be incurred under Rules 10 and 11. When a person not subject to the said Act is enrolled thereunder for service in a reserve establishment, the officer enrolling him shall explain the aforesaid obligations, restrictions and forfeiture.

APPENDIX XXIX.

DUTIES CONNECTED WITH THE ADMINISTRATION OF THE ARMY IN INDIA, AT ARMY HEADQUARTERS.

(Referred to in Chapter III)

The duties connected with the administration of the army in India under His Excellency the Commander-in-Chief are apportioned as follows —

THE CHIEF OF THE GENERAL STAFF.

The duties of the branch of the Chief of the General Staff are divided [illegible] and dealt with by directors as follows —

(i) Director of Military Operations.

Strategical distribution of the army in India. Plans of operations transfrontier or involving troops of more than one command and plans of con[illegible] with. Internal security [illegible] and maintenance of the [illegible] Strategical considerations affecting the improvement or extension of communications.

Collection, preparation and distribution of information concerning the military geography, resources and armed forces of India and the countries for which India is responsible. Correspondence with military attachés. Compilation of histories of military operations undertaken by the Government of India. Submarine cables and wireless telegraphy.

Collection of topographical information, compilation and preparation of all maps required for military purposes in co-operation with the Survey of India. Provision, storage and issue of maps for war. All matters connected with frontier questions, boundary delimitations and demarcation commissions. Selection of officers for survey and geographical work. Training of officers and others for intelligence duties in war.

(ii) Director of Staff Duties.

Policy in respect of war organization, efficiency (other than training) and maintenance of all units and formations of the army in India. Questions connected with Royal Air Force in India as far as they affect the general staff. Action in connection with war diaries. Orders of battle. Preparation of organization orders for expeditionary forces. Orders initiating mobilization, concentration of forces and movements of units. War organization and efficiency of Indian State troops. General principles, compilation and revision of war establishments, war manuals, and field service manuals. Questions dealing with the Field Service Regulations. Co-ordination within the branch. Ciphers, policy in regard to patterns and scales of armament and equipment. The study of military experiments and

inventions. Staff establishments and staff duties, organization of the general staff and appointments thereto. Preparation and administration of Head IV of the military budget. Co-ordination at Army headquarters and allotment of military resources

(iii) Director of Military Training.

[illegible] train-
and
ent
rts
thereon. Questions relating to training areas and claims for compensation. Army Sports Control Board

Questions relating to examination for promotion (combatant services only), and for entrance to the Staff College

Preparation of training memoranda, and of India supplements to training regulations and manuals.

Translations from, and into, vernacular, of training manuals and editing of vernacular military newspapers Central Library A H. Q

TECHNICAL ADVISERS ATTACHED TO THE GENERAL STAFF.

General duties.—The technical advisers attached to the general staff at Army headquarters are —

The Major General, Cavalry.
The Major General, Royal Artillery.
The Colonel on the Staff, Royal Engineers
The Signal Officer in Chief
The Technical Adviser, Armoured Cars and Tanks (in addition to his duties as O. C. Royal Tank Corps Centre).

9949 (G. S.). 16537 (G. S.). The technical adviser assists the C. G. S. in ensuring that the technical training, instruction and preparation for war of their respective arms, as laid down by regulations, are fully carried out. They also advise the general staff on questions of organization, establishments, scales and design of equipment, and assist in the preparation of training manuals. They are available to work out problems affecting their respective arms in connection with plans of operations for war.

Questions of appointments and posting of officers within their respective arms will be referred to them in the first instance.

Their duties also extend to the inspection of units of the Auxiliary Force.

A technical adviser will report annually to the general staff: matters of urgency will, however, be reported at once and be included also in the annual report. Except where mentioned below he will confine his inspections and reports to efficiency and training for war. He will see that the methods of training make for uniformity. He will satisfy himself that the instructions in the training manuals are adhered to.

The technical adviser will record his opinion on the efficiency as a whole of the unit he is inspecting, mentioning details only when in his opinion they require special attention He will submit written reports on the technical efficiency of the senior officers of his arm and on such other officers as he may specially wish to bring to notice. The procedure to be followed in the submission, forwarding, and final destinations of these reports will be the same as that laid down for the submission of confidential reports

In addition to the general duties detailed above and to the general instructions that appear in the K. R technical advisers will carry out the special duties detailed below

Major-General Cavalry.—The Major-General, Cavalry, is responsible for the inspection of all cavalry formations and units.

He will also— 9949(G S.).

(a) Inspect the cavalry school

(b) Conduct cavalry staff exercises and field exercises involving the employment of more than one cavalry brigade.

(c) Co-ordinate training generally by visits to units and brigades, and advise local commanders.

(d) Keep in touch with foreign armaments, research and inventions and attend tests and trials.

Major General, Artillery.—The Major-General, Royal Artillery is responsible for the inspection of all artillery units.

He will also—

(a) Inspect the artillery school, and the artillery equitation schools.

(b) Conduct artillery staff exercises and co-ordinate the training at artillery practice camps

(c) Co-ordinate generally the training of his arm by visits to unit, and advise commanders of formations as regards training and efficiency for war and as regards uniformity of training.

(d) Keep in touch with foreign armaments, research and inventions and attend tests and trials.

Colonel on the Staff, Royal Engineers.—The Colonel on the Staff, Royal Engineers will inspect all engineer and pioneer units. He will also—

(a) Inspect all fortifications, headquarters and depots of all S. and M. Corps.

(b) Co-ordinate the training generally of field engineer and pioneer units, and of searchlight sections in coast defence, and supervise training at engineer practice camps

(c) Keep in touch with foreign armaments, research and inventions and attend tests and trials

9. Signal Officer in Chief.—The Signal Officer in Chief will inspect all signal units He will also— 9949(G.S.).

(a) Conduct staff and field exercises for signal units.

(b) Co-ordinate the training generally by visits to units.

(c) Inspect signal schools and depots

(d) Keep in touch with foreign armaments, research and inventions and attend tests and trials.

9949 (G. S.) **9 (a) Technical Adviser, Armoured Cars and Tanks.**—The Technical Adviser, Armoured Cars and Tanks will :—

(a) Inspect all units of the Royal Tank Corps.
(b) Co-ordinate the training generally of his arm and advise local commanders
(c) Keep in touch with foreign armaments, research and inventions and attend tests and trials.

10. Deleted.

16537(G.S.) **11. Inspector of Physical Training.**—The Inspector of Physical Training will—

(a) Advise the general staff as to the best means of securing uniformity of training throughout the army in India.
(b) Advise as to questions of organization and establishment of physical training schools and scale and design of technical equipment. He will assist in the preparation of training manuals
(c) Keep in touch with the physical training staff at Aldershot and advise as to the training and appointment to the physical training staff in India.

THE ADJUTANT GENERAL.

The duties of the branch of the Adjutant General are divided among and dealt with by directors, the Director of Medical Services, and the Judge Advocate General as follows :—

(i) Director of Organisation.

Organization and maintenance of the military forces in India including the reserve Raising of new and provisional units. Peace establishments. Organization and strength of clerical and menial establishments of command, district, brigade and station staff offices. Provision and distribution of personnel, draft requirements for artillery units, and tank units, and distribution of the drafts on arrival from home. Supply of technical personnel for artillery units. The maintenance of Indian Army formations in overseas theatres. Distribution of the Army in peace in consultation with the general staff Transfers in both British and Indian services. Disbandment of units and disposal of records and enquiries relating to records and documents. Recruitment of followers and transfers to administrative services.

Terms and conditions of service. Recruiting, British and Indian, combatants and non-combatants. Appointment and location of the recruiting staff Recruiting of technical personnel for India and overseas and recruiting of followers for overseas. Mobilization. Preparation of Mobilization Regulations. Demobilization. Review reports on units.

(ii) Director of Personal Services.

Discipline and military law Courts-martial and judicial questions Reports of all serious assaults and affrays between British ranks and Indian, and between Indian soldiers and civilians. Questions with regard to military law, and the administration of martial and international law. Issue of courts martial warrants and the bestowal of the necessary legal powers on officers commanding formations, in conjunction with the Judge Advocate General. Rewards other than those dealt with by the M. S. Medals other than war medals War Services Investitures. Ceremonial General questions governing the promotion and status of British and Indian officers. Postings, promotions and appointments of British and Indian ranks, other than British officers Financial questions, including all questions of pay and allowances and pensions. Furlough and leave other than cases of leave of individual British officers which are dealt with by M S Medical Boards Casualties. Bands and messes Questions of administration. Military prisons and detention barracks Unattached List Issue of India Army Orders and general routine orders

All questions relating to the organization, training and administration of the Auxiliary Force, India, and the Indian Territorial Force

Questions relating to the Indian Army Reserve of officers.

(iii) Director of Medical Services

Organization, recruitment, mobilization and maintenance of the military medical services in India. Administrative matters connected with the war training of the above services Training of regimental establishments in first aid, stretcher drill and sanitation. As far as the military medical services are concerned —Pay and allowances, pensions, promotions postings, transfers, commissions, retirements, records of services confidential reports, exchanges, furlough and leave. Appointments of Honorary Surgeon or Physician to His Majesty the King or to His Excellency the Viceroy Medical requirements of the army, ambulance-transport Sanitation. Administration of military hospitals and medical control and administration of cantonment hospitals Medical statistics and returns. Military medical accounts and finance Medical regulations. Medical attendance. Medical boards Invaliding Insanes

(iv) Technical Adviser attached to the Adjutant General's Branch, Judge Advocate General. A.-27237 (A. G.-12).

Under the Director of Personal Services the Judge Advocate General deals with —

The administration of military law in the army. Advice on matters leading up to the convening of courts-martial. Review of and recommendations on court-martial proceedings. Custody of the confirmed proceedings of all general and district courts-martial.

THE QUARTERMSATER GENERAL.

The duties of the branch of the Quartermaster General are dealt with by the Deputy Quartermaster General, the Director of Movements and Quarterings and by departmental directorates as follows :—

(i) Deputy Quartermaster General.

Administers and organizes the Quartermaster General's Branch at Army Headquarters. Is responsible to the Quartermaster General for the efficiency of the branch and that the duties laid down are performed properly and thoroughly. Considers and carries into effect under the Quartermaster General's orders, measures to ensure efficiency and progress in administration. Co-ordinates the work of all directorates in the branch. Deals with mobilization and with subjects requiring special attention, as and when, allotted to him by the Quartermaster General. Refers to the Quartermaster General, *all questions of policy or importance which require the notice or* approval of the Quartermaster General. Acts for the Quartermaster General in his absence from Army Headquarters.

(ii) Director of Movements and Quarterings.

Administration of the Directorate of Movements and Quarterings. Co-ordination of all movements by rail, road, and inland water in India and Burma. Co-ordination of all movements by sea connected with India and Burma. Co-ordination of all quarterings of British and Indian troops in India, Burma and Aden. Electrical installation for British and Indian troops.

Policy regarding accommodation, officers' hostels and unit quarters.

Purchasing and hiring of houses for offices. Policy regarding—

Liaison and correspondence with	Commands and Independent Districts and Areas. General Staff Branch .. Adjutant General's Branch Quartermaster General's Branch. Finance .. Railway Board, etc.	regarding all movement and quartering questions.

Establishment, railway transport, embarkation staffs, scales of lighting and quartering for British and Indian troops.

Instructions for troops proceeding overseas and on railway journeys. Camps. Scales of tentage, but no provision of tentage.

Chairman Army Canteen Board, India.

(iii) Director of Supply and Transport.

Administration of all services connected with food, fuel, forage, light and disinfectants and all personnel engaged in this service.

Animal and mechanical transport Administration of all services connected with transport and of transport personnel.

Labour.

Questions dealing with alteration in scales of rations.

(iv) Director of Equipment and Ordnance Stores.

The administration and control of the Indian Army Ordnance Corps. Estimates for and provision of the requirements of the military forces in respect of all stores in the Priced Vocabulary of Stores, of all clothing and necessaries. Patterns, scales and specifications of clothing, necessaries and all stores and equipment in Part I of the Priced Vocabulary of Stores with the exception of anti-gas equipment, artificers and intrenching tools, harness and saddlery, signalling and survey equipment Control of Section VII of the Field Service Manual, Equipment Regulations, Part I, and Equipment Regulations, Part II, except those for Royal Artillery, Signal, and Engineer Units 301 (M. G. S.-2-C.)

(v) Director of Remounts.

Organization, administration and control of Remount Department, including remount depots and horse breeding, animal efficiency in military areas, appointments and posting of officers Provision of all animals, riding, draught and pack.

(vi) Director of Veterinary Corps.

Administration and control of Army Veterinary Corps, India. Appointments and promotions of veterinary officers, inspections; confidential reports, remount questions, animal management questions, pay and allowances; schools of instruction; training, liaison with War Office and with Department of Education, Health and Lands

THE MASTER GENERAL OF SUPPLY.

The duties of the Master General of Supply Branch are carried out by Directors as follows —

(i) Director of Artillery.

(i) [illegible] allotment of [illegible]

and explosives in Part II of the Vocabulary. [illegible] inventions

(ii) Administration of inspection and experimental [illegible] and of personnel attached thereto Inspection [illegible] lethal weapons, technical and other equipment [illegible] above, and general stores Inspection and [illegible] bombs and components and liaison with R. A. [illegible] with approvals specifications and patterns [illegible] List of Changes in War Material Technical [illegible]

transport of explosives Also holds on behalf of the Q. M. G. details regarding stores in Sections 3 4, 8-A (except cordage, line and twine), 9 and bolts and nuts and steel nuts and washers in section 10 of the Priced Vocabulary of Stores, Part I

on artillery equipment and Ammunition. Co-ordination and publication of technical and factory forms.

(2) Director of Ordnance Factories and Manufacture.

Organization, maintenance and financial administration of ordnance and clothing factories and all personnel employed therein. Production of ammunition and explosives and such lethal weapons, equipment vehicles and material as are manufactured in India, and provision of material for clothing factories. Sales, losses and disposal of obsolete and redundant stores in factories. Mobilization programme and war reserves in factories. Design of experimental equipment. Provision of machinery, plant, tools, gauges, motor vehicles and electrical installations for factories. Revision of factory regulations and forms. Co-ordination with Indian Store Department.

(3) Director of Contracts.

General administration of the contracts Directorate in connexion

and Farms.

Statistics relating to the above Review of local purchases made by supply and ordnance officers Review of home indents with a view to the development of Indian industries.

(4) Director of Farms.

Administration of Grass and Dairy Farms in India. Accounts and budgets Sanctions under the Director of Farms financial powers. Appointments, transfers, leave, etc, of Assistant Controllers. Conditions of service, pay, allowances and promotion of British and Indian personnel. Building works and projects. Acquisition and renting of lands for farms purposes. Machinery. Maintenance and replacement of fodder reserves. Contracts to supplement farm produce.

THE MILITARY SECRETARY.

The duties of the branch of the Military Secretary are as follows:—

Executive duties connected with appointments, promotion, exchange, postings, transfers and retirements of all British officers of the British Service, Indian Army, Army in India reserve and Auxiliary Force, of Indian officers with King's Commissions in the Indian Army and of officers of the Indian Territorial Force. Executive action in connection with

appointments of officers to the staff and to the command of units and formations; executive action connected with the appointment of officers to civil departments; (Honorary Commissions to Indian notables). Scrutiny and maintenance of confidential reports; maintenance of staff lists; maintenance of promotion and retention registers of British officers and Indian officers holding King's Commissions of the I. A., all work in connection with the Selection Board. Leave to individual officers. Honours and rewards to officers. Appointment of individual officers to complete staffs and headquarters on mobilization.

ENGINEER-IN-CHIEF.

The Engineer-in-Chief is responsible for.— 21505 (G.S., S. D.-2).

(a) Engineer operations and engineer services during war and peace.
(b) The preparedness for war of the engineering services.
(c) The supply of engineer stores during war and peace.
(d) The execution and maintenance of all military works
(e) The constructional efficiency, accuracy and economy of all projects and designs submitted by him.

The Engineer-in-Chief will advise and take the orders of His Excellency the Commander-in-Chief, through the prescribed staff officer at Army Headquarters, on the subjects enumerated below:—

A. *Through the Chief of the General Staff.*

(i) Engineer works immediately connected with war or manœuvres
(ii) Engineer preparations for war.
(iii) Liaison with the civil engineering professions and their utilization in war
(iv) Study and the development of all engineering possibilities, that may assist the army in war.
(v) Engineering Intelligence.
(vi) Technical instruction in schools and the preparation of training manuals
(vii) Engineer training and the technical inspection of Engineer and Pioneer units.
(viii) War organization and establishment of Engineer units.
(ix) Scales and designs of engineer equipment and mobilization reserves of engineer stores.
(x) Siting and design of fortifications, defences and strategic roads.

B. *Through the Adjutant General.*

(xi) Peace organization and establishment of Engineer units.
(xii) Peace organization and personnel of Military Engineer Services

C. *Through the Quartermaster General.*

(xiii) Military works policy and finance.

(xiv) Engineer services during war, other than those immediately connected with operations, including the construction of railways, communications, harbour works, etc

(xv) Supply of engineer stores, other than those supplied by other services.

D. *Through the Military Secretary.*

(xvi) Demands on the War Office for completion of the Indian establishment, posting, reversion to British establishment, deputation, selection for all appointments, of officers of the Corps of Royal Engineers in military and civil employ.

E. *Through the Master General of Supply.*

(xvii) Works required for ordnance factories and military farms.

APPENDIX XXX.

REGULATIONS FOR THE ARMY IN INDIA RESERVE OF OFFICERS.

(Referred to in paragraph 112.)

I.—Composition.

1. The Army in India Reserve of Officers consist of the following categories :—

Category	*Nature.*
1	Staffs.*
2	Cavalry and Tank Corps.†
3	Artillery.
4	Engineers.
5	Signals.
6	Infantry
7	Miscellaneous Duties ‡
8	Indian Army Service Corps.§
9	Indian Army Ordnance Corps ‖
10	Ordnance Factories and Inspection
11	Medical.
12	Veterinary.

The personnel of the Army in India Reserve of Officers consists of two classes; namely, "officers" and "officers designate". An "officer designate" for the purpose of these regulations, is a member (officer or other rank) of the Auxiliary Force, India, whose name has been registered for the grant of a commission in the Army in India Reserve of Officers upon the calling to army service of that reserve.

The Army in India Reserve of Officers will normally be filled by civilians who possess the requisite qualifications and previous training, and who have not already undertaken a liability for general service.

II.—Liability for Service.

2. Upon general mobilization, necessitating the mobilization of all military forces in India, being ordered, all officers and officers designate of the Army in India Reserve of Officers will be liable to be called to army service. A. 41232 (A. G.-2).

Upon general mobilization being ordered the Army in India Reserve of Officers will be called to army service by a notification in the *Gazette*

* Includes movement control staffs (railway transport and embarkation staffs).
† Includes remount officers
‡ Includes labour units, rest camps and other miscellaneous establishments.
§ Includes supply duties, animals and mechanical transport.
‖ Includes duties in arsenals, ordnance and clothing depots.

(xiv) Engineer services during war, other than those immediately connected with operations, including the construction of railways, communications, harbour works, etc.

(xv) Supply of engineer stores, other than those supplied by other services.

D. *Through the Military Secretary.*

(xvi) Demands on the War Office for completion of the Indian establishment, posting, reversion to British establishment, deputation. selection for all appointments, of officers of the Corps of Royal Engineers in military and civil employ.

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§ Includes supply duties, animals and mechanical transport.
‖ Includes duties in arsenals, ordnance and clothing depots.

of India. This notification will be sufficient authority for individuals to join. Orders will, however, be sent to all concerned by letter or telegram. Officers and officers desingate will be required to report for duty within an interval of time mutually agreed upon between the military authorities and the individual in each case. Such interval will be (*i*) within 7 days, (*ii*) between 7 and 30 days, or (*iii*) between 30 and 60 days of the date of the gazette notification, unless otherwise specified.

Officers and officers designate of the Army in India Reserve of Officers will not be called to army service on *partial* mobilization being ordered, but if additional officers are required, the Government of India will call for volunteers from among officers and officers designate of the Army in India Reserve of Officers.

3 Up n the termination of the war or other emergency being notified in the "*Gazette of India*", officers who have been called to army service will be entitled to release therefrom with all convenient speed. The date of release of each individual officer from army service will be published in the "*Gazette of India*", allowance being made for the completion of any periods of leave which may be due to him in respect of his army service (see paragraph 43). After release from army service an officer will revert to his normal peace time status in the Army in India Reserve of Officers. Those whose peace time status was officer designate will not however revert from officer to officer designate unless they rejoin the Auxiliary Force, India. In this latter case they will relinquish their commissions in the Army in India Reserve of Officers and again become officers designate.

4. Should the exigencies of the public service necessitate the temporary retention of any officers in army service beyond the period provided for in paragraph 3, the following procedure will be observed :—

(i) Retention will be confined, as far as possible, to officers who volunteer therefor.

(ii) All extra army service rendered under this paragraph will count for concessions such as leave and gratuities in exactly the same manner as ordinary army service rendered in the preceding period.

(iii) The eventual release from army service of every officer so retained will be carried out as prescribed in paragraph 3.

III.—Eligibility for appointment.

5 The following, being British subjects, are eligible for appointment to the Army in India Reserve of Officers :—

(i) As officers :—

(a) Ex-officers who, having held a King's Commission in any branch of His Majesty's British, Indian or Dominion Forces, either naval, military (including the Auxiliary Force, India) or air, have retired therefrom and are no longer liable for service therein, and who are resident in India, Burma, Ceylon or Aden.

(b) Civil officials of gazetted status serving under the Government of India or a local Government.

(c) Private gentlemen who are resident in India, Burma, Ceylon or Aden.

(ii) As officers designate:—

Officers and other ranks of the Auxiliary Force, India, subject to the approval of their Commanding Officers and to the provisions of Section V of these regulations

Applicants for category II must possess a qualification registerable in Great Britain and Ireland under the Medical Acts in force at the time of their appointment.

Officers who hold commissions under pre-existing regulations may accept the conditions laid down in these regulations, subject to the approval of H E. the Commander-in-Chief Applications should be submitted in accordance with section V.

IV. Terms of Service.

in paragraphs 7 and 8 of these regulations In order to obviate misunderstanding, prospective candidates for commissions, on furnishing particulars of their cases to the Military Secretary at Army Headquarters, will be informed how much previous service they will be allowed to count, and the rank in which they will be commissioned.

(b) In special circumstances (e g, if possessing qualifications of an exceptional technical or scientific nature), upon the recommendation of the Commander-in-Chief in India, officers may be granted commissions in the A I. R O, in a higher rank than that to which they would otherwise be entitled under these regulations

(c)
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granted commissions on first appointment to the A. I. R O. For the purpose of subsequent substantive promotion in the A I. R O., service as officer designate will count as service as an officer.

to count double such commissioned service for the purpose of seniority for promotion and for all other purposes mentioned in these regulations

(b) Other previous King's Commissioned service in any branch of His Majesty's British, Indian or Dominion, naval, military (including

the Auxiliary Force, India, and the Indian Territorial Force), or Air Forces, whether regular or otherwise, will count in full.

(c) Warrant and non-commissioned service and service as a private will count as half commissioned service, reckoned as above.

Any service rendered before the age of 18 years will not be reckoned as qualifying service for the purpose of these regulations

(d) Other cases of previous active service, not covered by these regulations, will be considered on their merits by the Government of India, who will decide how much service may be counted.*

(e) Back service which counts for promotion and other purposes under the above rules gives no retrospective claim to arrears of pay or enhanced gratuity

8 Provided that they are qualified for promotion (*vide* paragraph 25) and that they are recommended by the District or Independent Brigade Commander concerned, officers will receive promotion on the following time-scale :—

	Categories 1—10 (as for Indian Army)	Category 11.
To Lieutenant	2½ years' service.	
To Captain	9 years' service.	3 years' service
To Major	18 years' service	12 years' service
To Lieutenant Colonel	By special selection	By special selection

These scales will be modified so as to conform to the time-scale authorised for officers of the Indian Army and I M S., respectively, whenever those scales are varied.

Officers who have previous service to count for promotion will receive the benefit of any applicable time-scale which was authorized during or subsequent to the Great War [*vide* paragraph 6 (*a*)].

Officers will, however, be exempted from qualifying for promotion up to the rank to which they are entitled on first appointment.

The rank in which officers designate will be commissioned when called to army service will be assessed in accordance with the time scale and rules given above, provided that they are qualified as laid down in these regulations.

9. The minimum age limit for admission to the Army in India Reserve of Officers is 20 years.

The maximum age limits for service are as follows :—

For cavalry Tank Corps artillery and infantry	Lieutenants 35 years Captains 40 years Majors 45 years Lieutenant Colonel 47 years.
Other categories	All ranks 55 years

* *e.g.*, 'A' served for 3 years during the war 1914-18, as an officer and joins the reserve in August 1926 'A' counts a total of 6 years and would be commissioned as a Captain of 2 years seniority

'B' served for 2 years as a non-commissioned officer and 1 year as an officer in the "Queen's Westminsters" before the war He served as an officer for 3 years during the war 1914-18 and joins the reserve in August 1926 'B' counts a total of 8 years and would be commissioned as a Captain of 4 years seniority

Officers and officers designate of categories 2, 3 and 6 may, if recommended, be transferred at their own request to other categories, either to avoid superannuation or for other reasons.

In special cases, District Commanders may recommend the retention of an officer or officer designate in any category beyond the age limits specified above.

10. Officers designate are in all respects subject to the regulations governing the Auxiliary Force (India).

During periods of peace time training carried out under the Army in India Reserve of Officers Regulations, those who hold commissions in the Auxiliary Force, India, will be granted promotion to cover the exact period of such training up to the rank to which they would be entitled in the Army in India Reserve of Officers, if called up for service, i.e., the rank of which they draw pay during training (vide paragraph 35.

If however an officer designate's rank in the Auxiliary Force (India) is higher than the rank to which he would be entitled in the Army in India Reserve of Officers, he will retain his Auxiliary Force rank while undergoing training.

Officers designate who do not hold commissions in the Auxiliary Force, (India), will be given temporary commissions in the Auxiliary Force, (India), in the rank to which they would be entitled to the Army in India Reserve of Officers, if called up for service, i.e., the rank of which they drew the pay during training (vide paragraph 35), to cover the exact periods of such training.

The pay of officers designate undergoing peace time training as officers under paragraphs 21 and 22 of these regulations will be governed by their length of service and assessed as in paragraph 35. On the conclusion of this training they will revert to their previous status in the Auxiliary Force (India).

V.—Method of joining.

11. Every applicant for appointment to the Army in India Reserve of Officers whether as an officer or as an officer designate, will be required to obtain the assent of his "superior authority" in civil life. In the case of a government servant, the "superior authority" should be the Government of India or a local Government as the case may be, or the departmental authority prescribed in this behalf by the Government of India or the local Government. In the case of an applicant who is not a government servant, the "superior authority" will be the civil employer, if any.

The assent of the "superior authority" will be recorded on the form of application before submission.

12. An applicant for a commission in the Army in India Reserve of Officers, not being a member of the Auxiliary Force, India, will submit his application to the headquarters of the district or independent brigade in which his normal residence is located.

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Any service rendered before the age of 18 years will not be reckoned as qualifying service for the purpose of these regulations

(d) Other cases of previous active service, not covered by these regulations, will be considered on their merits by the Government of India, who will decide how much service may be counted *

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To Lieutenant . . .	2½ years' service	
To Captain	9 years' service.	3 years' service
To Major .	18 years' service	12 years' service.
To Lieutenant-Colonel	By special selection	By special selection.

These scales will be modified so as to conform to the time-scale authorised for officers of the Indian Army and I M. S, respectively, whenever those scales are varied

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In special cases, District Commanders may recommend the retention of an officer or officer designate in any category beyond the age limits specified above

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If, however, an officer designate's rank in the Auxiliary Force (India), is higher than the rank to which he would be entitled in the Army in India Reserve of Officers, he will retain his Auxiliary Force rank while undergoing training

Officers designate who do not hold commissions in the Auxiliary Force, (India), will be given temporary commissions in the Auxiliary Force, (India), in the rank to which they would be entitled to the Army in India Reserve of Officers, if called up for service, *i e.*, the rank of which they drew the pay during training (*vide* paragraph 35), to cover the exact periods of such training

The pay of officers designate undergoing peace time training as officers under paragraphs 21 and 22 of these regulations will be governed by their length of service and assessed as in paragraph 35 On the conclusion of this training they will revert to their previous status in the Auxiliary Force, (India)

V.—Method of joining.

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The assent of the "superior authority" will be recorded on the form of application before submission.

12 An applicant for a commission in the Army in India Reserve of Officers, not being a member of the Auxiliary Force, India, will submit his application to the headquarters of the district or independent brigade in which his normal residence is located.

Applicants for commissions will state the unit and branch or department of the army in which they prefer to be employed Every applicant, on submitting his application for the cavalry or infantry branch, should state two or three units in order of preference. These wishes will be recorded and will, as far as the exigencies of the service permit be considered when appointing officers; but the actual employment of officers when called to army service rests with His Excellency the Commander-in-Chief, and officers must be prepared to serve wherever required by the exigencies of the emergency or campaign.

An applicant for registration as an officer designate of the Army in India Reserve of Officers, being a member of the Auxiliary Force, India, will submit his application to his commanding officer, who will forward it with his recommendations to the headquarters of the district or independent brigade in which the unit headquarters is situated.

13. The proportion of officers and other ranks of units of the Auxiliary Force, India, who may become officers designate of the Army in India Reserve of Officers, will be at the discretion of the unit commander subject to the approval of the district or independent brigade commander.

14. All applicants will, when possible, be interviewed by the District or Independent Brigade Commander When this is impracticable or inconvenient, the interview may be dispensed with by the District or Independent Brigade Commander, who will make such enquiries as he considers desirable, or he may depute a military officer to carry out the interview

In the case of officers who belong, or belonged to the A.I.R.O. as constituted under the Regulation of 1922, this interview is not necessary

The commander of the district or independent brigade after satisfying himself as to the suitability of the applicant to hold a commission, will arrange for his medical examination (*vide* paragraph 17), after which the papers will be forwarded through the usual channels to the Military Secretary at Army Headquarters.

Candidates for category II will require to be approved by the Director of Medical Services at Army Headquarters before acceptance

15 Applications will be made on India Army Form Y-1032 (*vide* Appendix A), copies of which will be held by all Auxiliary Force units and by headquarters of districts and independent brigades.

16 Every application will be accompanied by the following declaration, made before a magistrate :—

I, the undersigned, hereby promise and declare that I will serve His Majesty the King Emperor of India, his heirs and successors, as an officer/officer designate of the Army in India Reserve of Officers, so long as my services may be required or until my resignation is accepted and, if I am in army service, notified in the *Gazette of India*, that I will serve in any part of India or in any other place in which

any portion of His Majesty's Indian forces may be serving and in any branch or department of the service to which I may be appointed

Signed this. . . . . day of ....19 .

Witness .. ..

VI.—Physical standard.

17 All applicants for appointment to the Army in India Reserve of Officers will be required to undergo a medical examination, under arrangement made by the District or Independent Brigade Commander concerned. They will be classified as —

(a) fit for general service
(b) fit for service on the lines of communication
(c) unfit

Those classified as fit for service on the Lines of Communication, will be earmarked for appointments and categories suited to their physical standard Unfit applicants will not be accepted.

VII.—Resignations and Removals.

18. An officer who wishes to resign his commission in the Army in India Reserve of Officers will apply through the prescribed channels (see paragraph 57) to the Military Secretary at Army Headquarters, or, if residing out of India, Burma, Aden or Ceylon, to the Military Secretary, India Office

[illegible] Arm[illegible] Aux[illegible] be released from the former obligation

An officer designate who resigns his commission in or takes his discharge from the Auxiliary Force, India, but wishes to remain in the Army in India Reserve of Officers must apply for a commission as an officer in the latter Otherwise resignation or discharge from the Auxiliary Force, India, will automatically involve his withdrawal from the Army in India Reserve of Officers

Resignations will not usually be accepted when the Army in India Reserve of Officers has been called to army service, nor if an emergency is imminent.

Subject to the approval of His Majesty, the Governor-General in Council may dispense with the services of an officer for failure to attend for training when so required or for any other cause.

VIII.—Training.

19. All officers and officers designate of the reserve will be required to carry out such training as may be prescribed from time to time. Times and places will be arranged, as far as possible, to suit the convenience of individuals.

District and Independent Brigade Commanders are empowered to exempt officers and officers designate from undergoing the training prescribed :—

(a) for urgent private or business reasons,

(b) when the individual's civil occupation is considered to be adequate training for the duties he will be called upon to perform in war

20. Officers will undergo training as prescribed for the following periods :—

Categories 2, 3 and 6	16 days every year
Other categories	16 days every second year.

In exceptional cases under the authority of the District or Independent Brigade Commander the training may be carried out in broken periods, provided no additional expense is incurred.

With the sanction of the District or Independent Brigade Commander the above periods may be increased to a maximum of 30 days in any one year for individuals who so wish.

An officer who carries out 30 days training in any one year may be exempted by the District or Independent Brigade Commander from undergoing the prescribed training in the following year.

21. Officers designate will normally undergo training for the periods laid down in paragraph 20. It shall, however, be within the power of the District or Independent Brigade Commander to exempt an officer designate of categories, 2, 3 and 6, not more often than every second year, provided that he carries out the training in that year for which he is liable under the Auxiliary Force (India) Act.

With the approval of the competent military authority as defined in the Auxiliary Force (India) Act, training carried out as an officer designate under paragraph 20 may be allowed to count against training prescribed under the Auxiliary Force (India) Act In such cases A. F. I. pay will not be admissible in addition to A. I. R. O. pay.

22. In order to enable them to gain frontier experience, officers and officers designate may be permitted to undergo training in the Peshawar, Kohat and Waziristan Districts.

Similarly, arrangements will be made in special cases for attachment to units of the Royal Air Force, if facilities are available.

23 Officers and officers designate will apply through the prescribed channels (see paragraph 57) indicating the dates, station and unit which are suitable to them for undergoing their training as prescribed.

24 Arrangements will be made for officers on leave in the United Kingdom to be attached to regular units of the British Army in Great Britain provided they give two months' notice to the Military Secretary, India Office, London This arrangement cannot be made for officers designate who do not hold permanent commissions in the Auxiliary Force, India.

25 The qualifications for promotion in the Army in India Reserve of Officers are given in Appendix E of these regulations

Officers and officers designate who on the termination of not less than 30 days' training, made up in two periods if necessary, are reported by the district of independent brigade commander to be fit for promotion, may be exempted from passing the prescribed tests.

Officers and officers designate who are earmarked for war time duties which require knowledge of a technical rather than a military character, may be similarly exempted by the district or independent brigade commander, without undergoing the prescribed training.

All such exemptions will be reported to the Military Secretary at Army Headquarters.

26. Officers of the Army in India Reserve of Officers who may be residing out of India will apply to the Military Secretary, Army Headquarters in India (through the local military headquarters, if any), for instructions as to training facilities. Special arrangements will then be made for their training with the local military forces, if any, or with the Army in India, as convenient.

26-A. Officers of the Army in India Reserve of Officers, other than government servants, may be employed on part time military duty in peace time for certain special purposes, under the terms laid down in Appendix F.

IX.—Precedence and status.

27. When nominated to appointment which carry enhanced rank, officers of the reserve will be entitled to acting rank on the same terms as those in force for the time being for regular officers.

28. Officers designate, who are officers of the Auxiliary Force, India, will hold the status they possess as officers of that force at all times. Officers designate, other than officers of the Auxiliary Force, India, who are granted temporary commissions under paragraph 10, will have the status of an officer of the Auxiliary Force, India, during the period covered by that commission.

X.—Uniform and equipment.

29. Officers and officers designate of the reserve will be required to maintain in peace time, the articles enumerated in Appendix 'B' (1).

30 On being called to army service in time of war or other emergency, officers of the reserve will receive a free issue, on loan of the articles enumerated in Appendix B (2).

31. Officers and officers designate of the reserve whose duties necessitate their being mounted, will, if attached to regular troops [illegible]

of chargers to which he is entitled, and also with the necessary saddlery and line gear. Mounted officers who are in possession of horses which are their own private property, will be subject to the same

rules as regular officers in a similar situation, *i.e.*, they may sell them to Government at a valuation, or they may retain them. in which case they will be unable to claim compensation in case of loss.

In peace time officers of the Army in India Reserve of Officers, and officers designate when called up for training as such, will wear the uniform and badges authorized for the Army in India Reserve of Officers as laid down in Dress Regulations (India), 1926.

On being called to army service all officers will wear the badges of the unit or service with which serving or, if in extra-regimental employ of the unit on whose rolls they are borne.

XI.—Pay and allowances.

33. When called to army service by Gazette notification, and when called up for training, officers of the reserve will receive pay and allowances admissible to regular officers of the same status and rank in the arm or service to which they are posted, from the date on which they report for such service of training, subject to any rules which may be in force with regard to civilian government servants *employed in a military capacity.*

As an exception to the above, officers of category II will receive the rates of pay laid down for regular officers of the Indian Medical Service In addition, those entitled to overseas pay will draw such overseas pay in rupees.

The current rates of pay of the regular army in India are given in Appendix C.

34. Officers designate will receive the emoluments admissible to them as members of the Auxiliary Force, India, for all training carried out under the Auxiliary Force (India) Act, 1920, and under the regulations made under that Act. (See also paragraph 21.)

35. Officers designate undergoing periods of training under these regulations will be paid at the rates of the rank which would have been admissible to them if they had been granted commissions on first being registered for the Army in India Reserve of Officers and had received the promotion to which they would then have been entitled as officers of the reserve.

36. The ordinary lodging allowance rules will not be applied to officers and officers designate during training, except when accommodation in government quarters is available and when they elect to utilise it and abide by the lodging allowance rules; in other words officers and officers designate will ordinarily draw lodging allowance in cash and make their own arrangements for their accommodation.

37. The rates of pay admissible to officers of the Army in India Reserve of Officers during periods of training and service under these

regulations will be subject to revision in conformity with any revision of pay of the regular officers of the Army in India which may be made from time to time

38 Civilian government servants employed under the Government of India, who belong to the Army in India Reserve of Officers will, when called up for training, receive their civil pay in addition to their military pay. Periods of time spent by all government servants undergoing training or when called to army service shall count for civil leave and pension and for increments of civil pay.

39. Military pay and allowances during training will be drawn through the accounts of the unit or formation with which the officer actually does his training

40 In time of peace, every officer and officer designate of the reserve will receive a retaining fee of Rs 200, payable annually in arrears This allowance includes a sum for the maintenance of the prescribed outfit [see Appendix B (1)] On being called to army service as in paragraph 2, an officer or officer designate will receive a proportion of this retaining fee corresponding to any incomplete portion of a year's service rendered prior to his being called to army service

41 An officer on joining the reserve, or an officer designate on registration in the reserve, will be entitled to an outfit allowance [illegible]

of Officers, as reconstituted in 1922 or later

Should an officer or officer designate sever his connection with the reserve within 3 years from the date of joining or registration, as the case may be, he may be called upon to refund this allowance, or proportionate part unless the district or independent brigade commander waives this.

42 The commander of an Auxiliary Force unit will be entitled to draw a capitation grant of Rs 150, once only, for every officer designate who belongs to his unit This grant will be paid when the individual in question has completed one year's actual service, and will be expended in the interests of the Auxiliary Force unit at the discretion of the commanding officer.

XII.—Leave.

43. On the conclusion of his mobilized service and prior to the official date of his release from army service as notified in the *Gazette of India* an officer will be entitled to the grant of the following periods of leave :—

(a) *Privilege leave.*—30 days in respect of each year of mobilized service, or for broken periods one day for every twelve days, up to a maximum of 90 days.

(b) *Special leave.*—On full pay, where applicable as may be authorised for regular officers.

(c) *Furlough.*—30 days in respect of each year of mobilized service or, for broken periods one day for every twelve days, up to a maximum of 90 days.

In all cases the basis of calculation will be the period of mobilized service reckoned from the date of assumption of duty on being called to army service

44. The monthly rate of pay admissible during leave under 43 (a) and (b) above will be the same pay as when on duty, *i.e.*, the full

The pay admissible during furlough under 43 (c) above will be the same as that admissible to a regular officer of the same branch and of the same rank as the officer's substantive rank in the Army in India Reserve of Officers.

45. During his period of mobilized service an officer may be granted—

(a) Leave on the recommendation of a medical board up to a maximum of eight months, such leave to be governed by the same rules as for regular officers.

(b) Casual leave up to 10 days at a time.

(c) Any special periods of war leave which may be authorized for regular officers during the course of a campaign.

46 Officers of the reserve will be entitled to any special concessions which may be made to regular officers in respect of free passages, when proceeding on leave in accordance with paragraph 43.

47. Officers of the reserve who, on completion of their mobilized period of army service, are entitled to leave under paragraph 43, may if they desire resume their civil duties, whether in government employment or otherwise, during their leave without prejudice to the receipt of the full emoluments due to them in respect of such leave. Duty so rendered, in the case of government servants, counts for civil leave.

XIII.—Passage rules.

48. Officers, and officers designate of the reserve travelling on duty in India will travel under these regulations and will be entitled to draw travelling allowance at the scales laid down in Chapter II,

to Regular Officers.

49. Officers and officers designate of the reserve when called up for training are entitled to conveyance from and to their place of residence in India or elsewhere, to and from any station selected by them (*vide* para. 23) within the command in which they reside.

For special reasons, in the interests of the State, including these provided for in paras. 22 and 26, however, conveyance to and from a station in a command other than that in which they reside may be authorised by the District or Independent Brigade Commander.

50. A married officer or officer designate of the reserve undergoing training for a period of not less than 16 days, will be permitted to draw travelling allowance on the temporary duty scale for himself, *vide* Appendix D, and a first class fare for his wife if she accompanies him subject to the limitation laid down in paragraph 49.

51. An officer of the Army in India Reserve of Officers who is actually performing military service, is entitled to conveyance for himself and his family—

(*a*) On being compelled to resign his commission through circumstances beyond his control, to his intended place of residence in India, if recruited in India, or to the country in which recruited [see paragraph 5 (*i*)].

(*b*) On dismissal or removal from the service, or on being permitted to resign the service to avoid dismissal, provided that he is unable to pay his own travelling expenses, to his intended place of residence in India if recruited in India, or to the country in which recruited [see paragraph 5 (*i*)].

The class of accommodation to be provided for individuals granted conveyance by sea under his rule is decided by Army Headquarters in accordance with the merits of each case. The grant of passage money in lieu of passage is inadmissible.

The conveyance authorized above is not admissible to an officer undergoing training as distinct from service.

Officers granted passages under this paragraph, either for themselves or their families, will travel on warrant, travelling allowances not being admissible.

52. A married officer of the reserve, on being called to army service in time of war or other emergency, will be entitled to the same concessions as may be authorized for regular officers on mobilization, and on the termination thereof in respect of free passages for his wife and family.

XIV.—Pensions and Gratuities.

53. Officers of the Reserve when called to service by *Gazette* notification will be eligible for invalid pensions and concessions at the rates and under the rules laid down in Articles 623, 623-A, and 623-B, Royal Warrant (1922) for officers of the British service holding temporary commissions, and that military service shall include not only service in any future campaign but also the time during which an officer may be called up for training. An officer who has been pronounced permanently unfit for general service owing to a disability attributable to military service, may on relinquishment of his commission on account of such disability be granted retired pay on the

following scale:—

Rank.	Rate for total disablement.
	£
Captain or subaltern	150 a year.
Major	200 a year.
Lieutenant-Colonel	250 a year.
Higher rank	300 a year.

Proportionate rates may be granted for less disability down to 20 per cent. No addition for service shall be made. The amount and continuance of the award shall depend on the degree and duration of the disability.

NOTE I.—In the case of members who are civilian Government servants, eligibility for pension shall be determined either.—

(a) with reference to the actual military rank held at the time of the casualty creating the claim, and the rates and conditions applicable to members of the Army in India Reserve of Officers, or

(b) with reference to the relative rank assigned to the officer under Chapter 33, Civil Service Regulations, and the rates and conditions applicable to civil officer under that chapter.

NOTE II.—In the case of members who are not civilian Government servants, the Government of India may grant compassionate allowances of a suitable amount in lieu of the pension admissible under rule, in cases in which the following conditions are satisfied:—

[illegible]

Widows and family pension will be admissible under the rules contained in Articles 635 and 636 of the Royal Warrant (1922) read with Article 646 *ibid*.

54. An officer of the Army in India Reserve of Officers, called to army service in time of war or other emergency, shall on release from army service receive a gratuity computed as follows:—

In respect of each year's army service, one month's pay, broken periods being reckoned at the rate of one day's pay for every twelve days' service. All service between the dates of joining for army service and of release from army service, including leave earned in respect of army service, will count as army service for this purpose.

The term pay means the total of all emoluments appertaining to the appointment held, namely, pay of rank, Indian Army Allowance, departmental corps pay, engineer or signal pay, lodging allowance, marriage allowance, command pay, etc., but excludes allowances not appertaining to the appointment held.

The basis for computing the gratuity will be the average of the officer's pay from date of joining army service to date of release therefrom, or the average of the last twelve months of such service, whichever is the greater.

XV.—Miscellaneous Privileges.

55. An officer or officer designate of the Army in India Reserve of Officers, when not in the performance of actual military duties,

may be admitted to a military hospital for treatment, in India, Burma and Aden if accommodation is available, and if the medical attendant in consultation with the Officer Commanding the hospital recommends this course In such a case he will pay the usual hospital stoppages in force for Regular Officers and will be entitled to free medical attendance as described in items (a), (b) (i) and (c) of paragraph 405, Regulations for the Medical Services of the Army in India which provide for:—

(a) the professional advice and care, during sickness or injury, afforded by the appointed medical attendant who may call in for consultation (which shall be free of all charge) any medical officer paid by Government who may happen to be in the same station at the time The rules governing movements of specialist Medical Officers called in for attendance or for consultation are contained in Army Regulations, India, Volume X

(b) the supply of such authorised medicines and appliances as may be considered necessary and are available from:—

(i) a military hospital or dispensary, if ordered by an authorized medical attendant in military employ or his *locum tenens*

(c) the supply in hospital or in their quarters, of such medical comforts as are authorized and are considered necessary by the medical attendant.

This concession cannot be claimed as a right and is only admissible if accommodation and staff necessary are available.

56 Married officers and officers designate of the Army in India Reserve of Officers when attached to a regular unit for training will be entitled to medical attendance, in India, Burma and Aden for themselves and for their families, if accompanying them under the same conditions as officers of the regular army.

When called to army service in time of war or other emergency their families will be on the same footing in this respect as those regular officers

XVI.—*Administration* and correspondence.

57. The commander of a District or Independent Brigade is responsible for the local administration of all officers and officers designate of the Army in India Reserve of Officers resident within his area. He is responsible for maintaining touch with them and keeping them acquainted with any changes in regulations which affect them.

He will depute an administrative staff officer of the formation who will be placed in charge of all members of the Army in India Reserve of Officers resident in the area. This officer will get into and maintain touch with all officers of the Army in India Reserve [illegible]

authorities

The Administrative Staff officer of Madras District will perform these duties for officers of the reserve resident in Ceylon.

Officers designate of the Army in India Reserve of Officers will communicate with the District or Independent Brigade Headquarters through their Auxiliary Force Commanding Officer.

Correspondence will be addressed :—

Headquarters.

.... District / Independent Brigade.

....

..............................Station.

The locations of the headquarters of districts and independent brigades are as follows :—

Northern Command—

Peshawar District, Peshawar.
Kohat District, Kohat.
Rawalpindi District, Rawalpindi.
Lahore District, Lahore.
Waziristan District, Dera Ismail Khan.

Southern Command—

Poona District, Poona.
Central Provinces District, Mhow.
Bombay District, Bombay.
Madras District, Wellington.

Eastern Command—

United Provinces District, Meerut.
Presidency and Assam District, Calcutta.
Allahabad Brigade Area, Allahabad.
Delhi Brigade Area, Delhi.

Western Command—

Baluchistan District, Quetta.
Sind Rajputana District, Karachi.
Zhob Independent Brigade Area, Loralai
Burma Independent District, Maymyo.
Aden Independent Brigade, Aden.

58. Every officer and officer designate will report his address, through the Headquarters of the District or Independent Brigade to the Military Secretary, Army Headquarters, in January each year. Any subsequent change of permanent address will be similarly notified.

If no report is received for a year the officer will be liable to be treated as non-effective and to have his name removed from the list.

Officers and officers designate going on leave out of India, Burma, Ceylon or Aden, will notify the Military Secretary at Army Headquarters, through the prescribed channels, of their intention to do so.

APPENDIX A.

I. A. F. Y-1952.

Application for appointment to the Army in India Reserve of Officers.

The candidate should furnish the following particulars :—

1. Name in full (Christian names, surname where applicable) (to be given in block capitals)
2. Date of birth.
3. Whether married (if married the number of children should be given)
4. Particulars of parentage
5. *Name, occupation and address of next-of-kin.*
6. Whether a British born or naturalized British subject.
7. Place and standard of education (State examinations passed)
8. Permanent address
9. Present address for correspondence.
10. Present occupation.
11. Particulars of service (if any) in any Government Department (Home, Indian or Colonial) with dates of each rank held
12. (a) Previous military experience (if any)
    (b) Whether previously rejected for military service If so give reasons
13. Whether able to ride.
14. Linguistic qualifications (Oriental and European) stating degree of proficiency in each
    Special knowledge of any tribes or class in India
15. (a) Whether a member of the Auxiliary Force, India, or of any other armed force of the crown
    (b) *Categories of Army in India Reserve of Officers, in order of preference in which desirous of serving with special or technical qualifications, if any
    * { 1 Staffs †
    2. Cavalry and Tank Corps‡
    3 Artillery.
    4 Engineers
    5 Signals
    6 Infantry.
    7. Miscellaneous Duties§
    8 I A S C‖
    9 Indian Army Ordnance Corps ¶
    10 Ordnance Factories and Inspection
    11. Medical **

NOTE —The applicant may state any particular sub-division or branch of the category selected in which he desires to serve, and may indicate the units for which he has preference

16 Order of preference of units.

NOTE —No guarantee is made by the military authorities, but every effort will be made to meet the wishes of officers in this respect as far as military exigencies permit.

†Includes movement control staffs (railway transport and embarkation).

‡ *Includes remounts*

§ Includes labour units, rest camps and other miscellaneous establishments.

‖ Includes supply duties, animal transport and mechanical transport.

¶ Includes duties in arsenals, ordnance and clothing depots

**Medical qualifications and date of registration under the medical Acts must be stated, and applications should be accompanied by certificates as to the nature of the medical degrees obtained

APPENDIX A—*contd.*

17. Time interval from the Gazette notification calling the reserve to army service, within which the applicant will guarantee to place himself at the disposal of the military authorities

NOTE —This time interval is regarded as the basis of the contract between the applicant and the military authorities. It is essential that it be adhered to

18. I request that I may be appointed to the Army in India Reserve of Officers as an officer/officer designate.

Usual signature of Candidate.

Date

Remarks of Auxiliary Force Unit Commander (if applicable, *i.e.*, for officers designate only).

Certificate to be signed by the employer (or other competent authority) under whom the applicant is employed

I concur in this application of and

agree to his admission to the Army in India Reserve of Officers.

Place Signatrue.

Date Description.

Medical Certificate required by applicant for appointment to the Army in India Reserve of Officers.

I have examined Mr. and hereby certify that he is Fit for Active Service/Fit for Service on the Lines of Communication/Unfit.

His eyesight is :—

Eye	Distant vision		Near vision.		Colour vision.	REMARKS
	Without glasses.	With* glasses	Without glasses.	With glasses		
Right eye .	..	..	..	..	..	
Left eye .	..	..	..	..	..	

* Not required when eyesight is "normal" without glasses.

Height Weight

Chest measurements. Minimum maximum.

Station Signature

Date *Medical Officer

The applicant must sign the following declaration before a Magistrate.

I, the undersigned, hereby promise and declare that I will serve His Majesty the King-Emperor of India, his heirs and successors, as an officer/officer designate, of the Army in India Reserve of Officers, so long as my services may be required or until my resignation is accepted and, if I am in army service, notified in the *Gazette of India*, that I will serve in any part of India or in any other place in which any portion of His Majesty's Indian forces may be serving and in any branch or department of the service to which I may be appointed.

Signed this day of 19 .

Witness

Recommendation of District or Independent Brigade Commander:—

Place Signature.

Date Commanding.

Forwarded and recommended.

Date Signature

Place General Officer Commanding-in-Chief.

Command.

*Should be a commissioned medical officer.

APPENDIX B.

(1) *List of Articles of Kit to be maintained by officers and officers designate of the Army in India Reserve.*

Boots ankle	Prs.	2	(1 pr. field boots and 1 pr. ankle boots for mounted officers.)
Breeches, khaki, cord or drill, laced at the knee	Pr.	1	
Cap, forage		1	
Great coat or Coat, warm		1	
Helmet, khaki		1	
Haversack		1	
Jackets, drill, khaki		2	
Gaiters or puttles	Pr.	1	
Sword Belt, "Sam Browne"		1	
Spurs	Pr	1	
Shirts, khaki		4	
Collars, khaki		6	
Khaki Tie		1	
Khaki socks	Prs.	4	
Trousers, drill, khaki		1	
Waterbottle		1	
Whistle		1	

(2) *List of Articles to be issued, on loan, to Army in India Reserve of Officers, if called to Army Service.*

Service revolver with pistol case, two ammunition pouches, lanyard, cleaning rod and protector hammer.

Prismatic binoculars.

Liquid prismatic compass.

APPENDIX C.

Officers and officers designate of categories (1), (2), (3), (6) and (7).

Ranks.	A.—Unmarried officers			B.—Married officers				Remarks
	Pay of rank	Unmarried rate of lodging allowance	Total	Pay of rank.	Married rate of lodging allowance	Marriage allowance.	Total.	
	Rs	Rs	Rs	Rs	Rs	Rs	Rs	
Lieutenant-Colonel .	1,225	75	1,300	1,225	150	75	1,450	Command pay is not admissible during attachment for training in peace
Major after 5 years' service as such	1,035	55	1,090	1,035	110	90	1,235	
Major	915	50	965	915	100	90	1,105	
Captain after 15 years' service	765	45	810	765	90	100	955	
Captain after 10 years' service.	655	35	690	655	70	100	825	
Captain . . .	625	35	660	625	70	100	795	
Lieutenant after 7 years' service	505	25	530	505	50	65	620	
Lieutenant	435	25	460	435	45	65	545	
2nd-Lieutenant	385	20	405	385	40	65	490	

Officers and officers designate of the above categories if attached to Indian units or if ordered to undergo training in staff or miscellaneous duties will, in addition, draw Indian Army Allowance at the rates laid down for Officers of category (4) (See table overleaf)

Officers of category 1, when in army service, will draw the pay of their appointments.

Officers and officers designate of categories (4) and (5).

Ranks.	A.—Unmarried officers. Pay of rank.	L. A. allowance.	Engineer pay.	Unmarried rate of lodging allowance.	Total	B.—Married officers. Pay of rank.	L. A. allowance	Engineer pay.	Married rate of lodging allowance	Marriage allowance.	Total.	Remarks
	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	
Lieutenant-Colonel	1,225	200	160	75	1,660	1,225	200	160	150	75	1,810	Command pay is not admissible during attachment for training in peace.
Major after 5 years' service	1,035	200	115	55	1,405	1,035	200	115	110	90	1,550	
Major	915	200	115	50	1,280	915	200	115	100	90	1,420	
Captain after 15 years' service	765	150	70	45	1,030	765	150	70	90	100	1,175	
Captain after 10 years' service	655	100	70	35	860	655	100	70	70	100	995	
Captain	625	100	70	35	830	625	100	70	70	100	965	
Lieutenant after 7 years' service	505	100	45	25	675	505	100	45	50	65	765	
Lieutenant	435	75	45	25	580	435	75	45	45	65	665	
2nd-Lieutenant	385	75	45	20	525	385	75	45	40	65	610	

Officers and officers designate of categories (8) and (9) and 10 (except the Engineer Branch).

Ranks.	A.—Unmarried officers.					B.—Married officers.						Remarks
	Pay of rank.	I. A. allowance.	Departmental Corps pay, India.	Unmarried rate of lodging allowance.	Total.	Pay of rank.	I. A. allowance.	Departmental Corps pay, India.	Married rate of lodging allowance.	Marriage allowance.	Total.	
	Rs	Rs	Rs	Rs	Rs.	Rs	Rs	Rs.	Rs	Rs	Rs.	
Colonel or Lieutenant Colonel	1,225	200	300	75	1,800	1,225	200	300	150	75	1,950	Command pay is not admissible during attachment for training in peace.
Major after 5 years' service as such	1,035	200	250	55	1,540	1,035	200	250	110	90	1,685	
Major	915	200	200	50	1,365	915	200	200	100	90	1,505	
Captain after 15 years' service	765	150	150	45	1,110	765	150	150	90	100	1,255	
Captain after 10 years' service	655	100	150	35	940	655	100	150	70	100	1,075	
Captain	625	100	125	35	885	625	100	125	70	100	1,020	
Lieutenant after 7 years' service	505	100	125	25	755	505	100	125	50	65	845	
Lieutenant	435	75	100	25	635	435	75	100	45	65	720	
2nd-Lieutenant	385	75	100	20	580	385	75	100	40	65	665	

Officers and officers designate of category (9) (Engineer Branch).

Appointments	A.—Unmarried officers				B.—Married officers				
	Pay of rank.	Departmental Corps pay, India	*Unmarried rate of lodging allowances*	Total	Pay of rank	Departmental Corps pay, India	Married rate of lodging allowance.	Marriage allowance.	Total
	Rs	Rs	Rs	Rs	Rs	Rs	Rs	Rs	Rs
Ordnance Mechanical Engineer, *1st class*	1,225	300	75	1,600	1,225	300	150	75	1,750
O. M. E., 2nd class after 5 years' service as such.	1,035	250	55	1,340	1,035	250	110	90	1,485
O. M. E, 2nd class	915	200	50	1,165	915	200	100	90	1,305
O. M. E, 3rd class with 15 years' total service.	765	175	45	985	765	175	90	100	1,130
O. M. E., 3rd class	680	150	35	865	680	150	70	100	1,000
O. M. E., 4th Class with 7 years' total service.	575	150	25	750	575	150	50	65	840
O. M. E, 4th class	500	125	25	650	500	125	45	65	735

Officers and officers designate of category (II).

(I. M. S Rates.)

Rank	Service in rank.	Basic Pay	Overseas Pay Drawn in rupees	Year of total service
		Rs	Rs	
Lieutenant .		500	150 150 150	1 2 3
Captain .	(i) During first 3 years' service as Captain	650	150 150 150	4 5 6
	(ii) With more than 3 and less than 6 years' service as Captain	750	250 250 250	7 8 9
	(iii) With more than 6 years' service as Captain	850	250 250 300	10 11 12 and over.
Major .	(i) During first 3 years' service as Major	950	300 300 300	
	(ii) With more than 3 and less than 6 years' service as Major	1,100	300 300 300	
	(iii) With more than 6 years' service as Major	1,250	300 300 300	
Lieutenant-Colonel	(i) Until completion of 23 years total service	1,500	300 300 300	
	(ii) During 24th and 25th years' service	1,600	300 300 300	
	(iii) After completion of 25 years' total service	1,700	300 300 300	
	(iv) When selected for increased pay	1,850	300 300 300	

N.B.—Until the completion of 23 years' total service basic pay is regulated according to rank and service in rank (columns 1 and 2) which owing to the system of accelerated promotion, may be in advance of the time-scale of promotion. Overseas pay is regulated solely with reference to length of total service (column 5).

APPENDIX D.

1. *Scales of travelling allowance—*

(a) Temporary duty — 1 and 3-5th first class rail fare less value of form 'E'. Eight annas a mile by road. This is basic rate and subject to increase in certain localities. The actual rate should be ascertained from the C. M. A. of the District.

(b) Permanent duty — (a) Three first class fares for self less value of form 'E.' One extra fare for each adult member of his family who accompanies him, and for ... [illegible]

(c) Actual cost of transporting at owners' risk by rail or other craft of one charger and a carriage or motor car or motor cycle, provided that

(i) the distance travelled exceeds 80 miles [illegible]

(d) (c) requires the previous sanction of the G. O. C.-in-C. the Command or a District or Independent Brigade Commander.

Movements with bodies of troops and to or from Field Service.—Railway Warrants (I. A. F. T-1707) will be issued in connection with all movements with bodies of troops and to or from field service. Daily allowance at the rate authorised for regular officers will be admissible during the period of the journey.

2. Form 'E' certificate must be issued in all cases where travelling allowance is drawn. This will enable the officer to travel 1st class on payment of 2nd class fare. But the amount of travelling allowance admissible under paragraph 1 above will be reduced by the difference between a first and second class fare.

NOTE 1.—If personal effects are carried by passenger train instead of by goods train, an officer may draw the actual cost of carriage up to a limit of the amount which would have been admissible had he taken the maximum number of maunds by goods train.

NOTE 2.—In the case of a motor car, the cost of transporting a chauffeur or cleaner, and for each horse the cost of transporting one syce may be drawn.

NOTE 3.—The term "motor cycle" includes a "side car."

NOTE 4.—*Definitions.*—"Temporary duty" means absence from permanent station not exceeding three months—, and all inspection duty.

"Permanent duty" means duty (other than inspection duty, or courses of instruction the duration of which does not exceed 90 days) involving an absence of more than three months from the permanent station of the officer concerned.

APPENDIX "E."

Qualifications for promotion, A. I. R. O.

(1) *2nd-Lieutenant to Lieutenant.*—There will be no examination but the officer must receive satisfactory reports from three senior officers to be detailed by the G. O. C. District or Independent Brigade In the case of officers designate one of these officers must be an officer of the Auxiliary Force and one a regular officer.

The reporting officers will record their opinions, independently, as to whether the officer is fit for promotion and whether his retention in the A. I. R. O. is in the interests of the service.

(2) *Lieutenant to Captain.*—The examination which will be entirely practical will be carried out by a board, detailed as in paragraph (1) above, and will consist of—

(*a*) Questions on —

(i) The organisation and administration of a typical unit of the candidate's arm or branch.

(ii) General military organization in so far as it directly affects the candidate's category of the reserve.

(*b*) Practical work to show the candidate's capacity to instruct men in drill, manœuvre and the use of weapons and equipment.

(*c*) A tactical exercise involving the handling of a company or analogous unit.

In those categories of the A. I. R. O. to which the above is not applicable, the scope of the test will be varied under the orders of the G. O. C., District or Independent Brigade to suit the special requirements of the case.

(3) *Captain to Major.*—As for paragraph (2) above, but the standard demanded will be proportionately higher and in sub-paragraph (*c*) the size of the unit may be increased at the discretion of the board.

APPENDIX D.

1. *Scales of travelling allowance—*

(a) Temporary duty . [illegible]

(b) Permanent duty . (a) Three first class fares for self less value of form 'E.' [illegible]

(c) Actual cost of transporting at owners' risk by rail or other craft of one charger and a carriage or motor car or motor cycle, provided that

(i) the distance travelled exceeds 80 miles.

(ii) the individual is travelling to join a post in which the possession of a conveyance or horse is advantageous from the point of view of his efficiency, and

(iii) conveyances or horses are actually carried by rail, steamer or other craft,

(d) (c) requires the previous sanction of the G. O. C.-in-C. the Command or a District or Independent Brigade Commander.

Movements with bodies of troops and to or from Field Service.—Railway Warrants (I. A. F. T-1707) will be issued in connection with all movements with bodies of troops and to or from field service. Daily allowance at the rate authorised for regular officers will be admissible during the period of the journey.

2. Form 'E' certificate must be issued in all cases where travelling allowance is draw[illegible] payment of 2nd c[illegible] admissible under [illegible] between a first and second class fare.

NOTE 1.—If personal effects are carried by passenger train instead of by goods train, an officer may draw the actual cost of carriage up to a limit of the amount which would have been admissible had he taken the maximum number of maunds by goods train.

NOTE 2.—In the case of a motor car, the cost of transporting a chauffeur or cleaner, and for each horse the cost of transporting one syce may be drawn.

NOTE 3.—The term "motor cycle" includes a "side car."

NOTE 4.—*Definitions.*—"Temporary duty" means absence from permanent station not exceeding three months—, and all inspection duty.

"Permanent duty" means duty (other than inspection duty, or courses of instruction the duration of which does not exceed 90 days) involving an absence of more than three months from the permanent station of the officer concerned.

APPENDIX "E"

Qualifications for promotion, A I R. O.

(1) *2nd-Lieutenant to Lieutenant*.—There will be no examination but the officer must receive satisfactory reports from three senior officers to be detailed by the G O C District or Independent Brigade. In the case of officers designate one of these officers must be an officer of the Auxiliary Force and one a regular officer.

The reporting officers will record their opinions, independently, as to whether the officer is fit for promotion and whether his retention in the A. I R O is in the interests of the service

(2) *Lieutenant to Captain* —The examination which will be entirely practical will be carried out by a board, detailed as in paragraph (1) above, and will consist of—

(a) Questions on —
  (i) The organisation and administration of a typical unit of the candidate's arm or branch
  (ii) General military organization in so far as it directly affects the candidate's category of the reserve

(b) Practical work to show the candidate's capacity to instruct men in drill, manœuvre and the use of weapons and equipment.

(c) A tactical exercise involving the handling of a company or analogous unit

In those categories of the A I R O to which the above is not [illegible] the [illegible] uire-

(3) *Captain to Major.*—As for paragraph (2) above, but the standard demanded will be proportionately higher and in sub-paragraph (c) the size of the unit may be increased at the discretion of the board.

APPENDIX F.

Part time employment of officers of the Army in India Reserve of Officers other than Government servants

A.-37570 (A. G.-2). (1) Officers of the Army in India Reserve of Officers, possessing the necessary commercial connections or other appropriate qualifications, and willing to undertake the work, may be employed on part time military duty on behalf of General Officers Commanding-in-Chief, Commands, and the General Officer Commanding, Burma District. This duty will consist of formulating schemes for the provision of personnel required on mobilization in accordance with requirements notified to the selected officers by a Command headquarters or by the Burma District headquarters.

Such schemes will indicate the sources of supply from which the various categories are likely to be obtainable on mobilization and the measures required on mobilization to make the schemes operative.

(2) Part time duty of the nature indicated above, carried out intermittently throughout the year will, to such extent as may be assessed by the General Officer Commanding-in-Chief Command, or the General Officer Commanding the Burma District, be reckoned as the equivalent of a period of continuous military training carried out under the regulations in force at the time for the Army in India Reserve of Officers, and will entitle the officer concerned to the emoluments admissible under the Regulations for the Army in India Reserve of Officers for such a period of training. If the period as assessed is less than the maximum period of training admissible, actual military training may be carried out if required for the remainder of the maximum period

(3) The authority for the issue of emoluments for such work will be a Command or Burma District order in the following terms :—

"Captain , Army in India Reserve of Officers, performed part time military duty during the financial year 19-19 , equivalent to a period of days training with regular troops. He is entitled under Army Department letter No. A.-35528-1 (A. G. 2), dated 13th March 1926, to the emoluments admissible in respect of such a period of training."

(4) The period of such employment as assessed under clause (2) preceding may not exceed the total period of training admissible under the regulations in force at the time for the Army in India Reserve of Officers.

(5) Officers of the Army in India Reserve of Officers so employed may be borne on any list or category of the Army in India Reserve of Officers.

(6) The number of officers of the Army in India Reserve of Officers to be employed under the terms of this Appendix shall not exceed six per command and two in the Burma District.

APPENDIX "G"

CATEGORY.—*12 Veterinary*

1 Applicants must be in possession of the diploma M. R. C V. S.

2 Candidates will require to be approved by the Director of Veterinary Services in India at Army Headquarters before acceptance.

3 On first appointment, officers will be given commissions in the rank of Lieutenant or such higher rank to which they may be entitled by virtue of previous service under the conditions set forth in paragraphs 7 and 8 of these regulations

4. Provided that they are qualified and recommended officers will receive promotion on the following time scales :—

To Captain	3½ years' service.
To Major	12 years' service
To Lieut.-Colonel	By special selection

These scales will be modified so as to conform to the time scales authorised for officers of the R A. V C. whenever these scales are varied

5. When called to Army Service by Gazette Notification and when called up for training officers of the reserve will receive pay and allowances admissible to regular officers of the same status and rank in the R A. V. C.

6. The age limit will be 55 years.

7. *Training.*—16 days every second year.

8. *Qualifications for promotion.*—

(i) *Lieutenant to Captain.*—No examination, but the officer must receive satisfactory reports from the D. D V. S./A. D. V. S. Command and D A. D V. S. District in which he has done his training.

(ii) *Captain to Major.*—An examination entirely practical in—

(a) Army Veterinary Organization and Administration.

(b) General Military Organization in so far as it affects Army Veterinary Services

(c) Epizoology and the management of epizootics in peace and war

The examining board will be convened under the orders of the D V S in India

(iii) *Major to Lieut.-Colonel.*—No examination By selection. Reports will be submitted by D D. V S Commands and D. A D. V S. Districts after each period of training.

APPENDIX F.

Part time employment of officers of the Army in India Reserve of Officers other than Government servants

A.-37570 (A. G.-2). (1) Officers of the Army in India Reserve of Officers, possessing the necessary commercial connections or other appropriate qualifications, and willing to undertake the work, may be employed on part time military duty on behalf of General Officers Commanding-in-Chief, Commands, and the General Officer Commanding, Burma District. This duty will consist of formulating schemes for the provision of personnel required on mobilization in accordance with requirements notified to the selected officers by a Command headquarters or by the Burma District headquarters.

Such schemes will indicate the sources of supply from which the various categories are likely to be obtainable on mobilization and the measures required on mobilization to make the schemes operative.

(2) Part time duty of the nature indicated above, carried out intermittently throughout the year will, to such extent as may be assessed by the General Officer Commanding-in-Chief Command, or the General Officer Commanding the Burma District, be reckoned as the equivalent of a period of continuous military training carried out under the regulations in force at the time for the Army in India Reserve of Officers, and will entitle the officer concerned to the emoluments admissible under the Regulations for the Army in India Reserve of Officers for such a period of training. If the period as assessed is less than the maximum period of training admissible, actual military training may be carried out if required for the remainder of the maximum period

(3) The authority for the issue of emoluments for such work will be a Command or Burma District order in the following terms :—

"Captain , Army in India Reserve of Officers, performed part time military duty during the financial year 19-19 , equivalent to a period of days training with regular troops. He is entitled under Army Department letter No A.-35528-1 (A. G. 2), dated 13th March 1926, to the emoluments admissible in respect of such a period of training."

(4) The period of such employment as assessed under clause (2) preceding may not exceed the total period of training admissible under the regulations in force at the time for the Army in India Reserve of Officers.

(5) Officers of the Army in India Reserve of Officers so employed may be borne on any list or category of the Army in India Reserve of Officers.

(6) The number of officers of the Army in India Reserve of Officers to be employed under the terms of this Appendix shall not exceed six per command and two in the Burma District.

APPENDIX G

CATEGORY —12 *Veterinary*

1. Applicants must be in possession of the diploma M. R. C. V. S.

2. Candidates will require to be approved by the Director of Veterinary Services in India at Army Headquarters before acceptance.

[illegible]

4. Provided that they are qualified and recommended officers will receive promotion on the following time scales —

To Captain	3½ years' service.
To Major	12 years' service.
To Lieut.-Colonel	By special selection.

These scales will be modified so as to conform to the time scales authorised for officers of the R. A. V. C. whenever these scales are varied

5. When called to Army Service by Gazette Notification and when called up for training officers of the reserve will receive pay and allowances admissible to regular officers of the same status and rank in the R. A. V. C.

6. The age limit will be 55 years

7. *Training* —16 days every second year.

8. *Qualifications for promotion.*—

(i) *Lieutenant to Captain.*—No examination, but the officer must receive satisfactory reports from the D. D. V. S./A. D. V. S. Command and D. A. D. V. S. District in which he has done his training

(ii) *Captain to Major.*—An examination entirely practical in—

(a) Army Veterinary Organization and Administration.

(b) General Military Organization in so far as it affects Army Veterinary Services

(c) Epizoology and the management of epizootics in peace and war.

The examining board will be convened under the orders of the D. V. S. in India.

(iii) *Major to Lieut.-Colonel*—No examination. By selection. Reports will be submitted by D. D. V. S. Commands and D. A. D. V. S. Districts after each period of training.

APPENDIX XXXI.

List of persons subject to the Indian Army Act who are enrolled and attested or enrolled only as—

(i) Combatants.

(ii) Non-Combatants.

(iii) Followers, Class I.

NOTE —Class II Followers are not enrolled

To be enrolled and attested		To be enrolled only.	
Combatants	Non-Combatants	Non-Combatants.	Followers, Class I.
	Indian Cavalry		
1 Indian Officers . .			Saddlers
2 Regimenal Dafadar Major			Bootmakers.
3. Regimental Q M Dafadar			Tailors
4 Squadron Dafadar Major .			Cooks
5 Squadron Q M Dafadar .			Water carriers.
6 Trumpet Major .			Sweepers.
7. Farrier-Major .			
8. Dafadars . . .			
9. Lance Dafadars . .			
10. Sowars and all ranking as such.			
11. Reservists . .			
	Royal Artillery.		
1. Indian Officers . .			Carpenters.
2 Havildar Major . .			Blacksmiths.
3. Q M. Havildar. .			Saddlers.
4 Trumpet Major .			Bootmakers.
5. Havildars . . .			Tailors
6 Naicks . .			Water carriers
7. Gunners and Drivers (including mechanics of Medium Artillery) and all ranking as such			Cooks Sweepers.
8. Artificers . . .			
9. Reservists . .			

To be enrolled and attested		To be enrolled only	
Combatants	Non-Combatants	Non-Combatants	Followers, Class 1
	Sappers and Miners		
1 Indian Officers			Cooks
2 Corps Havildar Major			Water carriers.
3 Corps Q M Havildar			Grooms
4 Troop or Company Havildar Major			Sweepers
5 Troop or Company Q M Havildar			
6 Corps Bugle Major			
7 Havildars			
8 Naicks			
9 Sappers and all ranking as such			
10 Reservists			
	Indian Signal Corps		
1. Indian Officers			Shoemakers.
2 Depot Havildar Major			Tailors
3 Depot Q M Havildar			Grooms.
4 Troop or Company Havildar Major			Cooks
5 Troop or Company Q M Havildar			Water carriers.
6 Trumpet Major			Sweepers.
7 Havildars			
8 Naicks			
9 Signalmen, and all ranking as such			
10. Reservists			
	Indian Infantry and Pioneers		
1 Indian Officers			Cooks.
2 Bn Havildar Major			Water carriers.
3 Bn Q M. Havildar			Sweepers.
4. Coy Havildar Major			
5 Coy Q M Havildar			
6 Bugle Drum or Fife Major			
7. Havildars			

To be enrolled and attested		To be enrolled only.	
Combatants	Non-Combatants	Non-Combatants	Followers, Class I.
Indian Infantry and Pioneers—contd.			
8 Naicks			
9 Riflemen, Sepoy and all ranking as such.			
10. Reservists			
Indian Personnel of British Cavalry and Infantry Units			
1 Indian Officers			Saddlers
2. Havildars			Shoemakers
3. Naicks			Tailors.
4. Sepoys and all ranking as such.			Cooks.
			Water carriers.
			Sweepers.
Clerical Establishment			
Recruiting Staff.			
1. Indian Officers		Indian Corps of Clerks (Indian Wing)	
2. Havildars			
3. Naicks			
4. Lance Naicks			
5. Sepoys.			
Master General of Supply Services			
1. Havildars } of Proof and Experimental Establishment.			
2. Naicks } of Proof and Experimental Establishment.			
3. Sepoys } of Proof and Experimental Establishment.			
4. Farriers employed under Chief Inspector of Stores and Clothing			
5 Military Overseers of Military Farms Dept			
INDIAN ARMY ORDNANCE CORPS.			
Employed in Arsenals Ordnance and Clothing Depots.			
1 Indian Officers			Armourers
2. Havildars			Blacksmiths.
3. Naicks			Farriers

To be enrolled and attested		To be enrolled only	
Combatants	Non-Combatants	Non-Combatants	Followers, Class 1
INDIAN ARMY ORDNANCE CORPS—contd			
Employed in Arsenals, Ordnance and Clothing Depots—contd			
4. Sepoys			Browners. *Bootmakers* Carpenters Electricians Engine Drivers. Fitters Grinders. Hammermen Leather Stitchers. *Machine gun Repairers* Moulders Saddlers Painters Pistol Repairers. Polishers Rifle Repairers. Rope workers or riggers Sailmakers. Sawyers Stokers Tailors Tinsmiths. Turners. Wheelers.
INDIAN ARMY SERVICE CORPS			
Animal Transport			*Animal Transport.*
1. Indian Officers 2. Q M & Troop Dafadars } of Mule and Camel Transport Companies Non-Silladar and Transport Depots.	1. Drivers of Camel Transport Coys (Silladar) 2. Bullock Drivers	*Artificers Mt Coy*	Blacksmiths Carpenters Saddlers Shoeing-smiths.

To be enrolled and attested.		To be enrolled only.	
Combatants	Non-Combatants	Non-Combatants	Followers, Class I.
INDIAN ARMY SERVICE CORPS—*contd.*			
3. Naicks		Assistant Fore men.	Palan makers.
4. Drivers			
1. Indian Officers of Camel Transport Companies (Silladar)		Chargehands	Palantree makers
		Fitters .	Hammermen Bellowsboys
		Wheelers	Cooks
2 Q. M and Troop Dafadars		Turners .	Water carriers Sweepers
3. Naiks		Tin and Coppersmiths	Grooms
Mechanical Transport.			*Mechanical Transport*
1 Indian Officers			Cooks
2. Coy Havildar Majors		Blacksmiths .	Water carriers.
3 Coy Q M Havildars .		Upholsterers .	Sweepers
4 Havildars		Painters . .	Cleaners
5. Naiks		Electricians	*Supply services in Waziristan District only*
6. Drivers (including reservists)		Pattern makers	Tinsmiths.
		Hammermen	Carpenters.
		Bellows boys	Coopers.
		Vulcanists.	Paulin makers.
		Engine Drivers	Packers
		Machinists	Weighmen.
		Technical Draughtsmen	Lascars
		Springsmiths	Head Messengers.
		Frameplaters .	Messengers
			Water carriers.
		Acetylene Welders	Sweepers
		Moulders	Head Bakers.
		Artificer Reservists	Mate Bakers.
			Kneaders
			Head Butchers.
			Butchers
			Head Herdsmen.
			Herdsmen.
			Washermen.

To be enrolled and attested		To be enrolled only	
Combatants	Non Combatants	Non-Combatants	Followers, Class I
Army Remount Department			
1. Indian Officers			
2. Dafadars			
3 Lance Dafadars			
4 Trumpeters			
5 Sowers and all ranking as such			
6 Nalbands			
Indian Army Veterinary Corps			
1 Veterinary Assistant Surgeons			Cooks
2 Q M Dafadars			Water carriers.
3 Dafadars			Sweepers.
4 Naicks			Grooms (syces).
5 Privates			
6 Farriers			
7 Saddlers			
8 Sarwans			
Indian Medical Department.			
	Sub-Assistant Surgeons	Military Medical Pupils.	
Indian Hospital Corps.			
	All ranks (including reservists) of the I H C except the General Section		All ranks of the Indian Hospital Corps General Section.

N.B.—Indian Officers and Warrant Officers are not necessarily enrolled and attested, but are subject to Military Law by virtue of their positions as such—*vide* I. A. A. Sections 2 (1) (*a*) and 7 (2) and (3)

APPENDIX XXXII.

The following shows the correct military nomenclature, for certain tradesmen and followers, included in establishments of the Army in India, for use in official records and correspondence.

	Army Nomenclature.
Assistant blacksmith	Hammerman.
Bildar or sweeper	Sweeper
Bhistie or Pakhali	Water carrier.
Chowkidar	Watchman
Chuckler	Leather stitcher
Cook	Cook for British ranks
Cutter and trimmer	Tailor
Dhobie	Washerman.
Duftry	Head messenger.
Fileman	Fitter
Fireman	Stoker
Forge assistant	Bellowsboy.
Kotwal	Inspector
Langri	Cook for Indian ranks
Markman or marker	Painter
Mochi or shoemaker	Saddler, boot maker or leather stitcher.
Nalbund	Shoeingsmith.
Naik syce	Naik groom.
Peon	Messenger
Sarwan	Camel driver
Sewing machine examiner	Fitter
Sikhligar	Grinder
Smith	Blacksmith
Syce	Groom.
Darzie	Tailor

NOTE.—(i) The term "Assistant" tradesmen (except in the case of armourers) will not be used.

NOTE.—(ii) The term "Mistri" will not be used, but in cases where a number of tradesmen are in the charge of one man that person will be termed "Head" followed by the army nomenclature of the particular trade.

APPENDIX XXXIII.

Examination of Indian non-commissioned officers for promotion to commissioned rank.

(Referred to in para. 116).

1. Indian non-commissioned officers will not be considered for promotion to commissioned rank till they have qualified in the following subjects :— 13827 (G. S. M. T.-1).

(a) Battalion and squadron or company drill, outpost duty, battle drill, guards ; the duties of squadron or company and troop or platoon commanders, both on parade and on field service.

(b) Reconnaissance and the training of scouts R. E reconnaissance (for S. & M. only). 13827-III (G. S. M. T.-1.)

(c) Equitation in cavalry units, also instruction in the use of the sword and lance if so armed. If a candidate has passed a qualifying course at an equitation school he will be exempt from this examination.

2. Th[illegible]

3 In the case of a 'direct commission' candidate, this examination must be passed before he can be recommended for permanent appointment at the end of his probationary service.

4. When submitting promotion rolls of non-commissioned officers or probationary Indian officers it will be stated that this examination has been passed

APPENDIX XXXIV.

Conditions of service of officers of the—

(a) Royal Engineers (Indian Army).

(b) Indian Signal Corps (Special list).

(Referred to in the notes to paras. 113 and 114).

(a) Royal Engineers (Indian Army)

..-28698 A. G.-7). 1 *General.*—This list consists of officers who were promoted from the ranks to commissions on the Royal Engineers Supplementary List and who subsequently accepted transfer to the Royal Engineers (Indian Army) No addition will be made to this list which will gradually disappear. They will continue to serve in India and will not be eligible for transfer to the British Service

2. *Pay*—As laid down in Pay and Allowance Regulations for the Army in India.

3. *Promotion*—(a) To receive the substantive rank of Captain with seniority from the date they complete nine years' service, or from the *date of their commission, if on th t date they had completed nine years'* service or more Half rank and all warrant service to count for the purposes of reckoning this service. (b) Promotion to Captain to count for pay from 24th January 1922, or actual date, if later (c) To receive substantive rank of Major nine years from the date they receive the rank of Captain. Promotion to the rank of Major will be contingent on officers passing the examination referred to in para. 4. (d) To receive the substantive rank of Lieut -Colonel eight years after promotion to Major.

4. *Examination for rank promotion.—These officers will be required* to pass in the following subjects to qualify for promotion to the rank of Major, *vide* King's Regulations, Appendix X:—

Subject (*c*)	Sub-heads (*c*) (*ii*).
Subject (*d*)	Sub-heads (*d*) (*i*) and (*d*) (*i*).
Subject (*f*)	Sub-heads (*f*) (*i*) and (*f*) (*ii*).

The conditions will be the same in all respects as laid down in the King's Regulations

5 *Pension*—As laid down in Pay and Allowance Regulations for the Army in India.

6 *Leave*—To be eligible for leave under Indian Army Leave Rules

7 *Dress*—As laid down in A. R. I., Volume VII.

(b) Indian Signal Corps (Special List).

1 *General.*—This list consists of officers originally promoted from the ranks to commissions on the British Service General List for employment extra-regimentally with the Indian Signal Corps and subsequently transferred to the Indian Signal Corps (Special List) No addition will be made to this List which will gradually disappear. They

will continue to serve in India and will not be eligible for transfer to any other Corps or department of the Indian Army, or the British Service.

2. *Pay and Allowances.*—As laid down in Pay and Allowance Regulations for the Army in India.

3. *Promotion.*—(*a*) To receive the substantive rank of Captain with seniority from the date on which they complete nine years' service, or from the date of their commission, if on that date they had completed nine years' service or more. Half rank and all warrant service to count for the purposes of reckoning this service. (*b*) Promotion to Captain to count for pay from the 12th February 1924, or from the actual date of promotion to that rank, if later. (*c*) To receive the substantive rank of Major nine years from the date on which they attain the rank of Captain. Promotion to the rank of Major will be contingent on officers passing such examinations as may be prescribed. (*d*) To receive the substantive rank of Lieutenant-Colonel eight years from the date on which they receive the rank of Major.

4. *Pensions.*—As laid down in Pay and Allowance Regulations for the Army in India.

5. *Leave.*—They will be eligible for leave under the leave rules for Indian Army Officers.

6. *Dress.*—As laid down in A. R. I., Volume VII.

APPENDIX XXXIV.

Conditions of service of officers of the—

(a) Royal Engineers (Indian Army).

(b) Indian Signal Corps (Special list).

(Referred to in the notes to paras. 113 and 114).

(a) Royal Engineers (Indian Army).

...28698 A. G.-7). 1 *General.*—This list consists of officers who were promoted from [illegible]

for transfer to the British Service.

2. *Pay*—As laid down in Pay and Allowance Regulations for the Army in India.

[illegible]

Major.

4. *Examination for rank promotion*—These officers will be required to pass in the following subjects to qualify for promotion to the rank of Major, *vide* King's Regulations, Appendix X:—

Subject (*c*) . . .	Sub-heads (*c*) (*ii*).
Subject (*d*) . . .	Sub-heads (*d*) (*i*) and (*d*) (*ii*).
Subject (*f*) . . .	Sub-heads (*f*) (*i*) and (*f*) (*ii*).

The conditions will be the same in all respects as laid down in the King's Regulations.

5 *Pensions.*—As laid down in Pay and Allowance Regulations for the Army in India.

6. *Leave*—To be eligible for leave under Indian Army Leave Rules

7 *Dress*—As laid down in A. R. I, Volume VII.

(b) Indian Signal Corps (Special List).

1 *General*—This list consists of officers originally promoted from the ranks to commissions on the British Service General List for employment extra regimentally with the Indian Signal Corps and subsequently transferred to the Indian Signal Corps (*Special List*). No addition will be made to this List which will gradually disappear. They

APPENDIX XXXVI.

Special syllabus for non-commissioned officers of the Indian Signal Corps for promotion to commissioned rank.

(Referred to in para. 116.)

Indian non-commissioned officers of the Indian Signal Corps will [illegible]

(a) Company Drill.

(b) Guards.

*(c) (i) Be rate " A " in his own trade, or

(ii) Passed Signal " S " Course.

*(d) Be in possession of a 1st class certificate of education.

(e) Equitation, driving drill, horse management and stable duties.

(f) Method of recording trade qualifications, explanation of rates of pay for different qualifications

(g) General knowledge of conditions of service and pay, scales of rations and clothing allowances.

(h) Care of arms, equipment, saddlery.

*Driver Havildars to be excused items (c) and (d).

APPENDIX XXXVII.

(Referred to in para 651.)

Instructions for the disposal of Bills of Lading, tonnage accounts, invoices and packing accounts in respect of military stores imported into India through the Director General, Indian Stores Department.

N.B.—The term "military stores" includes Military Engineer Service Stores and all stores debitable to Army Estimates.

"A" Bills of Lading.

Department and Port	No. of copies	To whom to be sent	REMARKS.
Calcutta			
All Military and Marine stores	1	The Agent for Government Consignments, Calcutta, up to 31st March 1927, after which date Embarkation Supply Officer (Stores and Shipping), Calcutta	
Bombay			
All Military, Marine and Royal Air Force stores	1	The Accountant General, Bombay	M T on separate form.
Madras			
All Military and Marine stores	1	The Agent for Government Consignments, Madras	
Karachi			
All Military, Marine and Royal Air Force stores	1	The Embarkation Supply Officer, Kiamari, except M E S stores and Marine stores The District Controller of Stores, North Western Railway, Karachi, in the case of M E Services Stores The Marine Transport Officer for Marine Stores	
Rangoon			
All Military and Marine stores	1	Stores and Shipping Officer, Rangoon	
Aden			
All Military and Marine stores.	1	General Officer Commanding, Aden	
Local shipment Bombay to Karachi	1	The Officer in Charge R A F Port Detachment, Kiamari, Karachi	Original copy.

"B" Tonnage Accounts.

Department and Port	No of copies	To whom to be sent	Remarks
Calcutta			
All Military and Marine stores	1	The Agent for Government Consignments, Calcutta, up to 31st March 1927 after which date Embarkation Supply Officer (S S), Calcutta	1st mail
	1	The Auditor General, Delhi	2nd mail
	1	The Controller of Army *Factory Accounts*, Calcutta	1st mail, in the case of *consignments for Ordnance* and Clothing Factories only
Bombay			
All Military, Marine and R. A F stores	2	Accountant General, Bombay	1 by each mail
	1	The Controller of Army Factory Accounts, Calcutta	By 1st mail, in case of consignments for Ordnance and Clothing Factories only
	1	The Ordnance Officer, Bombay	By 1st mail, in case of consignments for Arsenals, Ordnance and Clothing Depot only
Madras			
All Military and Marine stores	2	The Agent for Government Consignments, Madras	1 by each mail
	1	The Controller of Army Factory Accounts, *Calcutta*	By 1st mail, in case of consignments for *Clothing Factories* only
Karachi			
All Military, Marine and R A F stores	2	The Embarkation Supply Officer (S and S), Kiamari, except M L Service and Marine stores	1 by each mail
		The *District* Controller of Stores, North Western Railway, Karachi, in case of M L Services stores	-
		The Marine Transport officer for marine stores	-
	1	The Controller of Army Factory Accounts, Calcutta.	1st mail in case of consignments for Ordnance and Clothing Factories only.
Rangoon			
All Military and Marine stores.	2	The Agent for Government consignments, Rangoon	1 by each mail

"*B*" *Tonnage Accounts*—contd.

Department and Port.	No of copies	To whom to be sent.	Remarks
Aden.			
All Military and Marine stores	1	Officer in charge Supplies, Aden	
	1	G O C, Aden.	

"*C*" *Invoices.*

Department and Port.	No of copies	To whom to be sent.	Remarks
Calcutta, Madras, Rangoon and Aden			
Stores for Arsenals, Ordnance and Clothing Depots	1	Director of Equipment and Ordnance Stores, Army Headquarters, Simla.	
	1	Financial Adviser, Military Finance, Simla	
	2	Controller of Military Accounts concerned.	
Stores for Ordnance and Clothing Factories	2	Controller of Army Factory Accounts, Calcutta	
	1	Master General Supply, Simla	1 copy through the Agent for Government Consignments, Calcutta, up to 31st March 1927 after which date through the E S O. (S S), Calcutta, in the case of Calcutta; through the A. G. C, Madras, in case of Madras; through the Store and Shipping officer, Rangoon, in the case of Rangoon; and through the G O C, Aden, in the case of Aden. For consignments to Madras one spare copy for A G C., Madras.
	1	Financial Adviser, Military Finance	
Stores for Ordnance Inspection Section	1	Financial Adviser, Military Finance	
	2	Controller of Army Factory Accounts, Calcutta	
	1	Inspector, etc, concerned (but substitute D of A, A H. Q, Simla, for Dwgs. Pattns and Specfns supplied to Ordnance Dept Inspectors)	
Supply and Transport	1	Financial Adviser, Military Finance, Simla.	
Army Remounts, Military Farms, Mechanical Transport	2	Controller of Military Accounts concerned	
Marine stores ..	1	Financial Adviser, Military Finance	
	2	Controller of Marine Accounts, Bombay.	
M E S stores ..	1	Financial Adviser, Military Finance, Simla	
	2	Controller of Military Accounts concerned	

"C" *Invoices*—contd.

Department and Port	No of copies	To whom to be sent	Remarks
Calcutta, Madras, Rangoon and Aden.—contd.			
Stores for the Royal Air Force.	1	Financial Adviser, Military Finance, Simla	1 copy through the Agent for Government Consignments, Calcutta, up to 31st March 1927 after which date through the E S O (S. S.), Calcutta, in the case of Calcutta; through the A G. C, Madras, in case of Madras; through the Store and Shipping Officer, Rangoon, in the case of Rangoon; and through the G. O C, Aden, in the case of Aden. For consignments to Madras one spare copy for A. G C, Madras.
	2	Controller, R A F Accts	
Medical stores	1	The officer to which the stores are consigned	
Bombay.			
Stores for Arsenals, Ordnance and Clothing Depots	1	Director of Equipment and Ordnance Stores, A H Q, Simla	
	1	Financial Adviser, Military Finance	
	2	Controller of Military Accounts concerned	1 copy through the A G, Bombay
Stores for Ordnance and Clothing Factories	2	Controller of Army Factory Accounts, Calcutta	Do
	1	M G. Supply, Simla.	
	1	F A, Military Finance	
Stores for Ordnance Inspection Section	1	F A., Military Finance.	
	2	Controller of Army Factory Accounts, Calcutta	Do
	1	Inspector, etc, concerned (but substitute D of A A H. Q, Simla, for Dwgs Pattns and Specfns supplied to Ordnance Department Inspectors)	1 copy through the A. A, Bombay
Supply & Transport; Army Remounts; Military Farms; Mechanical Transport	1	F A, Military Finance.	
	2	Controller of Military Accounts concerned.	Do.
Marine stores	1	F. A, Military Finance.	
	2	Marine Store Officer, Bombay	Direct for note and for forwarding Controller of Marine Accounts, Bombay.
Military Engineer Services Stores	1	F A, Military Finance.	
	2	Controller of Military [illegible]	1 copy through the [illegible]
Stores for the Royal Air Force.	[illegible]	[illegible]	[illegible]

"C" Invoices—contd.

Department and Port	No of copies	To whom to be sent.	Remarks
Bombay—contd			
Armoured Cars	1	Embarkation Commandant, Bombay	In case of stores shipped on a bill of lading.
	1	Embarkation Supply Officer, Bombay	
Stores for C G S.	1	Do	*Do*
	1	Embarkation Commandant, Bombay	
Military Dairy stores	1	Do	
Royal Tank Corps stores	1	Do	
Medical stores	1	The officer to whom the stores are consigned	
Karachi			
Stores for Arsenals, Ordnance and Clothing Depot-	1	Director of Equipment and Ordnance Stores, Army Headquarters, Simla	
	1	Financial Adviser, Military Finance, Simla	
	2	Controller of Military Accounts concerned	1 copy through the E S O., Kiamar
	1	Embarkation Supply Officer (S S), Kiamari	
Stores for Ordnance and Clothing Factories	1	Master General Supply, Simla	
	1	Financial Adviser, Military Finance, Simla	
	2	Controller of Army Factory Accounts, Calcutta	Do
	1	Embarkation Supply Officer (S S), Kiamari	
Stores for Ordnance Inspection Section	1	Financial Adviser, Military Finance, Simla.	
	2	Controller of Army Factory Accounts, Calcutta	Do
	1	Inspector, etc, concerned (but substitute D of A, A Hdqrs, Simla, for Dwgs, Pattns and specfns supplied to Ordce Dept Inspectors)	
	1	Embarkation Supply Officer (S S), Kiamari	
Supply & Transport, Army Remounts, Military Farms, Mechanical Transport	1	Financial Adviser, Military Finance, Simla	
	2	Controller of Military Accounts concerned	
	1	Embarkation Supply Officer (S S), Kiamari	

"C" *Invoices*—contd.

Department and Port	No of copies	To whom to be sent.	Sent under cover to
Karachi—contd			
Medical Stores	1	The Officer to whom the stores are consigned	
Marine Stores	1	Financial Adviser, Military Finance	
	2	Controller of Marine Accounts Bombay	1 copy through D O, Stores, N W. R, Karachi
Military Engineer Services Stores	1	Financial Adviser, Military Finance, Simla	
	2	Controller of Military Accounts concerned	Do
Stores for the Royal Air Force	1	Financial Adviser, Military Finance, Simla	
	2	Controller, Royal Air Force Accounts	1 copy through O i/c. R A F Pt Detachment, Karachi.

"D" *Packing Accounts.*

Calcutta			
Stores for Arsenals Ordnance and Clothing Depots; Boot Depot, Cawnpore; Ordnance and Clothing Factories, and Ordnance Inspection Section.	3	2 to establishment to which [illegible] sig[illegible] 1 to [illegible] me[illegible] Ca[illegible] Ma[illegible] da[illegible] S), Calcutta	The Agent for Gov[illegible]
Supply and Transport	2	A D S and T Presidency and Assam District, Calcutta	
Military Farms			The Agent for Gov[illegible]
Army Remounts	2	[illegible]	
Military Engineer Services Stores	2	[illegible]	
Medical Stores	2	Officer-in-charge, Medical Store Depot, Calcutta	
Books and Publications, etc	2	The officer to whom goods are consigned	Direct to consignees
Bombay.			
Stores for Chief of General Staff	1	E C, Bombay	
Royal Tank Corps Stores	1	E S O, Bombay	
	1	E C, Bombay	

"*D*" *Packing Accounts*—contd.

Department and Port.	No of copies	To whom to be sent.	Sent under cover to
Bombay—contd.			
Stores for Arsenals, Ordnance and Clothing Depots (including Boot Depot, Cawnpore)	4	1 (skeleton) to the Ordnance Officer, Bombay 2 to establishment to which goods are consigned 1 to the Accountant General, Bombay, for retention	Deputy Manager, Port Trust, Bombay
Stores for Ordnance and Clothing Factories and for Ordnance Inspection Section.	2	To establishment to which consigned	Do
Armoured Cars	1	E S O, Bombay	
Supply and Transport Military Farms	2	E S O, Bombay.	Do
Military Dairy Stores	1	E C, Bombay	
Army Remounts	2	Superintendent of Remount Depot concerned	Do
Military Engineer Services Stores	3	2 to Commanding Royal *Engineer, Bombay District*, Bombay 1 to Accountant-General, Bombay, for retention.	Do. Do.
Mechanical Transport	4	2 O C Medium Repair Shops, Bombay 1 (skeleton) A G, Bombay 1 Q M G. in India, Simla.	1 do 2nd mail 1 direct 1st mail. Deputy Manager, Port Trust, Bombay, 1st mail. Direct 1st mail.
Medical Stores	2	Officer to whom the stores consigned.	Deputy Manager, Port Trust, Bombay.
Books and Publications, etc.	2	The Officer to whom goods are consigned	Direct to consignee.
Marine Stores	2	Marine Store Officer, Bombay.	Direct.
Royal Air Force Stores	5	2 to Officer Commanding R A F., Port Detachment, Karachi 1 to the A. G, Bombay, for retention 1 to E. S O, Bombay 1 to E. C, Bombay.	Deputy Manager, Port Trust, Bombay
Madras			
Stores for Arsenals, Ordnance and Clothing Depots, Ordnance and Clothing Factories and Ordnance Inspection Section	3	2 to establishment to which stores are consigned 1 to Agent for Government Consignments, Madras, for retention	Agent for Government Consignments, Madras Do

"*D*" *Packing Accounts*—concld.

Department and Port	No of copies	To whom to be sent	Sent under cover to
Madras—contd			
Supply and Transport / Military Farms	4	2 *Officer in-charge, Supplies*, Madras / 2 Agent for Government Consignments, Madras (1 skeleton and 1 full for retention)	Agent for Government Consignments, Madras.
Army Remounts	2	Superintendent, Remount Depot, concerned	Do
Military Engineer Services Stores	3	2 for Garrison Engineer, Fort St George, Madras	Do
		1 for A G C, Madras, for retention	Do
Medical Stores	2	Officer-in-charge, Medical Store Depot, Madras	Do.
Books and Publications, etc.	2	To the Officer whom goods are consigned	Direct to consignee.
Karachi			
Stores for Arsenals, Ordnance and Clothing Depots, Ordnance and Clothing Factories, and for Ordnance Inspection	3	2 to establishment to which stores are consigned / 1 E S O, Kiamari	E. S O, Kiamari.
Supply and Transport	3	Embarkation Supply Officer	Do
Army Remounts	3	2 for Superintendent, Remount Depots, concerned / 1 E S O, Kiamari	Do
Military Farms	3	2 to establishment to which stores are consigned / 1 E S O, Kiamari	Do
Military Engineer Services Stores	2	District Controller of Stores, N W R, Karachi	Direct.
Mechanical Transport	3	2 to E S O, Kiamari / 1 to Q M G in India, Simla	1 by 1st mail / 1 by 2nd mail. Direct
Medical Stores	2	To the Officer to whom the goods are consigned	E S O., Kiamari.
Books and Publications	2	To the officer to whom the goods are consigned	Direct to consignee,
Marine Stores	2	The District Controller of Stores, N. W. R., Karachi	Direct.

"*D*" *Packing Accounts*—concld.

Department and Port	No of copies	To whom to be sent	See under cover to
Karachi—contd			
Royal Air Force Stores	2	To the Officer Commanding R. A. F., Port Detachment, Kiamari	The Officer-in-charge, R. A. F. Port, Port Detachment
	1	To the Officer Commanding, Aircraft Depot, R. A. F. Drigh Road, Karachi	Through the Officer in charge, R. A. F. Detachment, Kiamari.
Rangoon			
Stores for Arsenals ..	3	Chief Ordnance Officer, Rangoon (through the officer-in-charge, Supplies, Rangoon	Agent for Government Consignments, Rangoon
Supply and Transport	2	The Officer-in-charge, Supplies, Rangoon	Do
Military Engineer Services Stores	3	Do ..	Do
Medical Stores ..	3	Do ..	Do.
Aden			
Stores for special Defence	2	Addressee of Stores ..	G. O. C., Aden
Supply and Transport	2	Officer in-charge, Supplies, Aden	Do
Military Engineer Services Stores	2	General Officer Commanding, Aden	General Officer Commanding, Aden
Other Military Services	2	Do ..	Do.

66176 (Q M. G 2)

APPENDIX XXXVIII.

APPENDIX XLI.

The following are the rules for the submission of payment indents :—

Articles of I. A. S. O. Supply.

(1) Payment indents may be submitted by the following :—

Group I—

(*i*) All troops, personnel of departments, staff and establishments whose pay is debitable to the Military or Marine estimates (except temporary employees on daily rates of pay, and un-enrolled personnel of classes ordinarily required to be enrolled) and such charitable institutes and organizations as are recognized under the shelter scheme.

(*ii*) *Officers and men of the Naval Forces under the command* of His Excellency the Naval Commander-in-Chief, East Indies Station, when on shore in India.

(*iii*) Military pensioners.

[illegible]

Group II—

(*i*) Admiralty.

(*ii*) War Office.

(*iii*) Colonial Governments.

Group III—

(*i*) Municipalities.

(*ii*) Indian States.

(*iii*) Indian State Forces, or

(*iv*) *Any other body admitted to the concession by the Government of India.*

NOTE I.—Payment issues under Group III will only be made in special cases to be approved by the Government of India, or by the Quarter Master General in India when the supplies in hand at the Supply Depot concerned rendered such issues desirable.

NOTE II.—The terms and arrangements under which supplies will be made to the classes mentioned in Groups II and III will be governed by special instructions to be issued at the time.

2. Only such articles as are enumerated below may be issued on payment :—

Group B. T.—

Biscuits, ration.
Bread.
Flour.

Group B. I. T.—

Fresh meat.
Fresh vegetables.
Oatmeal.
Potatoes.
Onions
Rice, ration.
Salt, ration.

Salt, refined.
Sugar.
Tea, ration
Ice (in Waziristan District only).

Group I. T.—
Atta.
Dhall.
Ghi
Gur

Group Grain—
Barley.
Bran.
Gram
Paddy (in Burma District only).

Group Fuel—
Charcoal.
Coal of sorts.
Coke.
Firewood, ration

Group P. O. L.—
Petrol M. T.
Oil kerosine
Lubricants (ordinarily required for use in motor cars as laid down by the Government of India from time to time).

Certain articles, however, which are kept in mobilization reserve and the turnover of which cannot be effected by issues in lieu of other ration articles, may, from time to time, be issued on repayment on the special authority of the Q. M. G. in India

3 In cases under Group III, the percentage on stock book rates, etc., to be levied depends on the actual cost to Government of making the supply at the place concerned

4. The following special rules are applicable to the issue of I. A. S. C. articles to the classes mentioned in Group I:—

(a) The method of obtaining the supplies will ordinarily be through a unit of the army which regularly draws supplies under the existing regulations Officers and details not belonging to such a unit will apply to the Officer Commanding the station (or nearest military station), who will attach them to a unit in station orders. Issues on repayment will only be made to individuals at the ration stand of a unit, for which purpose individuals will be attached to units. The O. C. unit on receipt of indents from individuals for articles required on repayment will indent for supplies in bulk on the O. C. Supply Depot, on whom dependant, not more than twice a month.

Establishments which are too large to be conveniently attached to an existing unit, e.g., the staff and establishment of a Command or District Headquarters, the establishment of a Controller of Military Accounts, etc., may be formed, at the discretion of the G. O. C., into a ration-drawing unit with an officer in charge who will be responsible (i) for indenting on the I. A. S. C. in bulk for repayment issues required

by the individuals of his unit, (i) for crediting the total value of such supplies to Government through his establishment pay bill, and (ii) for effecting the necessary recoveries from individuals.

The State will not be liable for any extra expenditure on account of establishments, accommodation, or equipment necessitated by payment issues.

(b) The procedure for payment will be as follows:—

(i) The Accounts Department will recover the total value of supplies, issued to a unit to meet repayment issues, from the pay bill of the unit. The Officer Commanding unit must effect the necessary recoveries from the individuals of, or attached to, his unit.

(ii) In the case of individuals who are attached for the purpose of drawing rations to a ration drawing unit but whose pay is not drawn in the pay accounts of the unit, the Officer Commanding the unit will be responsible for making the necessary recoveries in cash from the individuals, and for intimating in the accounts rendered by him to the Military Accounts Department, how the money recovered has been disposed of.

If, on the date the Officer Commanding the unit submits the ration return for audit, any individuals have ceased to be attached to the unit for ration purposes and recoveries are due for rations issued on payment, the amounts due will be reported to the Military Accounts Department for necessary action.

(iii) Each ration drawing unit may have one ration stand where supplies for issues on repayment may be delivered, but the cost of transporting such supplies from the supply depot will be charged to the unit, as the stock book rates do not include such incidental charges.

(iv) Other individuals, canteens, institutes and similar bodies must present, at the time of drawing, a treasury receipt previously obtained for the full cost of articles drawn.

(v) Officers commanding supply units are responsible that the Treasury receipt obtained for articles supplied under (iv) above, are attached to their monthly supply accounts.

(vi) Issues of animal rations on repayment will be shown on ordinary ration return (I. A. F. S-1519).

(vii) All regular ration-drawing units will keep both British and Indian ration returns for both classes drawing rations from them.

(viii) Bread (and eventually meat) will be issued on the coupon system, where considered advisable.

(c) Payment [illegible]
[illegible]
and then [illegible]
[illegible]
[illegible]
[illegible]
the General [illegible]
pay no less than [illegible]
the value of [illegible]
[illegible]

APPENDIX XLII.

(*See para.* 800-A.)

King's Regulations for the Army and the Army Reserve.
Royal Warrant for the Pay, Appointment, Promotion and Non-Effective Pay of the Army (*g*) (*o*).
Pay and Allowance Regulations of the Army in India, Parts I and II.
Regulations for the Army in India.
Financial Instructions for the Army in India.
Regulations for Supply and Transport Services, India (*e*)
Regulations for the Medical Services of the Army in India.
Dress Regulations, India
Passage Regulations, India
Clothing Regulations India.
Auxiliary Force Regulations, India (*g*)
Recruiting Regulations, Indian Army (*b*), (*c*) and (*d*).
Peace Establishments, India (Vols pertaining to units).
Army Orders
Army Council Instructions
Army Instructions, India
India Army Orders
Manual of Military Law
Manual of Indian Military Law
Guide to Courts Martial under the Army Act
Guide to Summary Courts Martial under the I. A. A
[illegible]

Field Service Regulations, Volume II (*j*).
Field Service Pocket Book
Equipment Regulations of the Army (India), Part 2 (Section pertaining to unit).
Equipment Regulations of the Army, India, Part 2, Section XVI.
Instructions for the guidance of Unit Accountants, British Troops, (*g*), (*o*).
Instructions for the guidance of Unit Accountants, Indian Troops, (*h*), (*p*).
Barrack and hospital furniture schedules (Barrack Part I).
[illegible]

Indian Manual of cooking and dietary. (*g*), (*o*).

Regulations for Magazines in India and the care and preservation of War Material . . . . . (a), (b), (c), (d)

Magazine Regulations, 1922 . . . . } (a), (b), (c), (d),
Magazine Regulations, Indian Supplement . } (1).

Instructions for Armourers, India. (k).

India List of Changes.

Care and prese vation of—
- Q F 13 and 18-pr equipment . . }
- B L 2 75-inch equipment } (c) (d) according to nature of equipment.
- Q. F 4 5 inch howitzer equipment }
- Q F 3 7-inch howitzer equipment . }

Hand Books for—
- Guns and howitzers (c), (d), (m)
- Machine Guns } (a), (b), (c), (d), (m)
- Range finders }

Text Books of—
- Gun Carriages and Gun Mountings } (c), (d).
- Service Ordnance . . }
- Small Arms . . (a), (b), (c), (d)

Treatise on—
- *Ammunition* (c), (d)
- Text book of explosives used in the Service. (c), (d), (n).

TABLE OF INDICATING LETTERS

(a) British Cavalry Units and British Infantry Battalions.
(b) Indian Cavalry and Infantry Units (including Pioneers).
(c) British Artillery and Royal Tank Corps Units
(d) Indian Artillery Units
(e) All Units having M. T on charge.
(f) All Units having animals on charge
(g) All British Units
(h) All Indian Units
(i) All Indian Infantry and Pioneer Units.
(j) Will be issued in accordance with the scale of distribution statement issued by the General Staff.
(k) Units having armourers attached.
(l) Royal Tank Corps Units.
(m) According to nature of gun or howitzer on charge.
[illegible] s) on their
(p) British Units having Indian personnel (other ranks, etc., on their establishment).
(q) Units will be supplied with such sections only as contain details of the stores which form part of their equipment, *see* A. I. (I) 360 of 1925. A.-16179 (A. G. XI).

NOTE — Where no indicating letter is shown, the publication will be in possession of all Units.

INDEX.

A

C

D

H

J

K

L

P

A-30640(A.G XI)

A-39308
(A. G. 6)

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1 C	215	215	214	24	230	230	235
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6	212	212	226	30	258	258	261
7	214	214	213	31	245	245	250
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9	217	217	230	33	252	252	227
10	231	231	236	34	262	262	265
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12	233	233	238	35 B	253	253	256
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15	233 (x)	233 (x)	238 (x)	38	240	240	245
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19	235	235	240	40-A	243	243	246
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43	266	266	269	71	379, Appx. VII	379, Appx VII	379, Appx. VII.
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45	267	267	270	73	196	196	196
46		.		74	278	278	281
48	263	263	266	75	278	278	281
49	264	264	267	76	278	278	281
50	(k)			77	278	278	281
51	224	224	225	78	279	279	232
52	236	236	241	79	278	278	281
53	237	237	242	80	280	280	229
54	233(ii)	233 (ii)	238 (ii)	81	290	290	290
55	238	238	243	82	281	281	282
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60	273	273	276	88	288	288	288
61	274	274	277	89	289	289	..
62	275	275	278	90	227	227	223
63	273	273	270	120	667	758	758
64	276	276	279	121	671	762	762
65	277	277	280	122	674	765	765
66	...	...	..	123	672	763	763
67	223, 375	223, 375	220, 375	124	...	..	..
67-A	375	375	375	125	678	769	769
68	376	376	376	126	673, 675	674, 766	764, 766
69	377	377	377	126-A	...	...	..

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127	676	767	767	155	698	789	789
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129	677	768	768	157	225	225	221
130	679	770	770	158	782	861	861
132	683-A	774-A	774-A	159	783	862	862
133				160	783	862	862
134				161	701	792	792
135	680	771	771	162	...	...	..
136	670	761	761	162-A	11	11	11
137	681	772	772	163	15	15	15
137-A	682	773	773	164	405 415	405, 415	405, 415
138	685	776	776	165	15	15	15
139	685	776	776	165-A	15	15	15
140	684	775	775	166	15, 687	15, 778	15, 778
141	685	776	776	167	765	855	855
141-A	691	782	782	168	753	843	843
141-B	693, 694	784, 785	784, 785	169	725	816	816
142	705	796	796	170	714, 754	805, 844	805, 844
143	706	797	797	171	755	845	845
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145	683	774	774	173	754	844	844
146	704	795	795	174	756, 757	846, 847	846, 847
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148	..	..		176	760	850	850
149	696	787	787	177	722	813	813
150	697	788	788	178	723	814	814
151	697	788	788	179	724	815	815
152	699	790	790	180	723	814	814
153	28	28	28	181	722	813	813
154	700	791	791	182	...	...	..

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184	730	820	611	207	780, 797	859 876	859, 876
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184 C	(g)	.	.	208-A	815	894	894
185	(g)		.	209	788	867	867
186	731	821	612	210	780	859	859
187		.		211	786	865	865
188	734	824	615	212	787	866	866
188-A	735	825	616	212-A	816	895	895
189	737	827	618	212 B	802	881	881
190	7.8			213	803	882	882
191	728	.		214	791	870	870
192	738	828	619	215	800	879	879
193	739	829	620	216	799	873	878
194	740	830	830	217	790	869	869
195	741	831	622	218	790	869	869
196	(g)	...	..	219	791, 812	870, 891	870, 891
196-A	(g)	...	.	220	796, 801	875, 880	875, 880
197	748	838	838	221	...	...	..
198	742	832	623	221-A	830	908	908
199	742	832	623	222	792 and (b)	871	871
200	743	833	833	223	834, 835	912, 913	912, 913
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203	745	835	835	227	802	881	881
204	746	836	836	228	(b)	...	..
205	751	841	841	229	793	872	872

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231	795	874	874	259	846	926	926
232	834	912	912	260	844, 850	922, 928	922, 928
233	798	877	877	260-A	843, 846, 847	921, 924, 925	921, 924 925
234	(b)	..	.	261	839, 844, 849	917, 922, 927	917, 922, 927
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235	785	864	864	263	849	927	927
236	784	863	863	264	853, 857	931, 935	931, 935
237	804, 805, 806, 807	883, 884, 885, 886	883,884, 885, 886	264-A	854	932	932
238	804, 811	883, 890	883, 890	264-B	856	934	934
239	809	888	888	265	855	933	933
240	810	889	889	266	858	936	936
241	796-A	875-A	875-A	267	859	937	937
242	819	898	898	268	860	938	..
243	819	898	898	269	(b)	...	..
243-A	(b)	..	..	270	853	981	981
244	(b)	. .	.	271	862	940	940
245	(b)			271-A	863, Vol. V.	941	941
246	(k)	. .		272	...	...	..
247	817	896	896	273	(k)	...	..
248	823	901	901	274	370	370	370
249	818	897	897	275	216	216	215
250	824	902	902	277	85	85	85
251	796 A	875-A	875-A	280	216	216	215
253	(d)	...	..	281	132	132	132
254	821	899	899	282	146	146	146
255	...	...	..	283	115, 146	15, 146	15, 146
256	(e)	...	..	284	216	216	215
257	836	914	914				

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184-C	(g)	.		208-A	815	894	894
185	(g)	. .		209	788	867	867
186	731	821	612	210	780	859	859
187	..			211	786	865	865
188	734	824	615	212	787	866	866
188-A	735	825	616	212-A	816	895	895
189	737	827	618	212-B	802	881	881
190	728			213	803	882	882
191	728			214	791	870	870
192	738	828	619	215	800	879	879
193	739	829	620	216	799	878	878
194	740	830	830	217	790	869	869
195	741	831	622	218	790	869	869
196	(g)	...	..	219	791, 812	870, 891	870, 891
196 A	(g)	...	..	220	796, 801	875, 880	875, 880
197	748	838	838	221	...	...	..
198	742	832	623	221-A	830	908	908
199	742	832	623	222	792 and (b)	871	871
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330	23	23	23	354	628	710	719
331	26	26	26	355	629	720	720
331-A	300	300	300	356	Appx V	Appx V	Appx. V
331-B	301	301	301	357	Do.	Do.	Do
332	27	27	27	358	Do.	Do	Do.
				359	627	718	718
333	23	23	23	360	625	716	716
335				360-A	628	719	719
336				361	635	726	726
236-A				362	(c)	..	..
337	29	29	29	363	636	727	727
337-A		.		364	636	727	727
338	29	29	29	365	637	728	728
339				365-A	638	729	729
339-A		..		365-B	641	732	732
340	30	30	30	365-C	642	733	733
341	30	30	30	366	Appx XXVII.	Appx XXVII.	Appx XXVII.
342	30	30	30	368	Do .	Do .	Do.
343	620	711	711	369	Do. .	Do .	Do.
344	622	713	713	370	Do .	Do. .	Do
345	621	712	712	371	Do .	Do .	Do.
346				371-A	Do. .	Do .	Do.
347	632	723	723	372	Do	Do .	Do
348	623	714	714	373	Do .	Do .	Do.
349	624	715	715	374	Do. .	Do. .	Do
350	626	717	717	375	Do. .	Do .	Do
351	628	719	719	376	Do .	Do .	Do.
352	.	..	..	377	Do. .	Do .	

Table shewing the numbers of the paragraphs in the 1918, 1923 and 1925 editions and the corresponding paragraphs in the present (1927) edition.

1918 Edition.	1923 Edition	1925 Edition.	Present Edition.
378	Appx. XXVII.	Appx. XXVII.	Appx XXVII.
379	Do.	Do	Do
380	Do	Do.	Do
381	Do	Do	Do
382	Do	Do	Do
382-A	Do	Do	Do
383	Do	Do	Do
384	Do	Do	Do
385	Do	Do.	Do.
385-A	Do.	Do	Do
386	Do	Do	Do.
386 A	522	522	522
387	Appx XXVII.	Appx. XXVII.	Appx XXVII
388	Do	Do	Do
389	531	531	531
390	526	526	526
390-A	527	527	527
391	529	529	529
392	531	531	531
393	531	531	531
394	530	530	530
395	532	532	532
396	533	533	533
397	(b)	..	..
398	660	751	751
399	661	752	752
400	662	753	753
401	663	754	754

1918 Edition	1923 Edition	1925 Edition	Present Edition.
402	664	755	755
403	664	755	755
404	532-A	532-A	532-A
405	665	756	756
406	416	416	416
407	(e)	...	..
408	(e)	...	..
410	(e)	...	..
411	417	417	417
412	(e)	...	..
413	372	372	372
414	418	418	418
415	(e)	...	..
416	398	398	398
417	402	402	402
418	399	399	399
419	404	404	404
420	403	403	403
421	(e)	...	..
422	(e)	...	..
423	(e)	...	..
425	400	400	400
426	(a)	...	..
427	(a)	...	..
428	...	...	..
429	...	...	..
429-A	(e)	...	..
429 B	(e)	...	..
429 C	(e)	...	..

able shewing the numbers of the paragraphs in the 1918, 1923 and 1925 editions and the corresponding paragraphs in the present (1927) edition.

1918 Edition.	1923 Edition.	1925 Edition.	Present Edition.
429-D	(e)	..	.
430	374	374	374
431	462	462	462
432	419	419	419
433	420	420	420
434	421	421	421
435	422	422	422
436	467	467	467
437	468	468	468
438	469	469	469
439		.	
440	470	470	470
441	471	471	471
442	474	474	474
442-A	467	467	467
443	(e)	...	
443 A	(e)	. .	..
444	(e)	.	.
444-A	(e)		.
444 B	(e)	.	
444 C	(e)	.	
444-D	(e)	. .	..
444 E	(e)	..	
444-F	(e)	...	..
444-G	(e)	...	..
445	(e)	...	
446	(e)	..	.
447	(e)	.	..
448	...	...	..
448-A	(e)	. .	..
449	...	...	..
450	475	475	475
451	(g)	...	..
451(A-J)	(g)	...	..
452	423	423	423
453	424	424	424
454	425	425	425
455	373	373	373
456	401	401	401
456-A	.	...	..
457	198	198	198
460	692	783	783
461	690	781	781
462	709	800	800
463	...	. .	..
463-A	729 and Mob. Regns.	819	819
464	78	78	78
465	125	125	125
466	80	80	80
467	80	80	80
468	102, 103, 104, 123.	102, 103, 104, 123	102, 103, 104, 123.
469	110	110	110
470	Appx XXVII.	Appx. XXVII.	Appx. XXVII.
471	15	15	15
471-A	101	101	101
472	197	197	197

Table shewing the numbers of the paragraphs in the 1918, 1923 and 1925 editions and the corresponding paragraphs in the present (1927) edition.

1918 Edition.	1923 Edition	1925 Edition.	Present Edition.	1918 Edition.	1923 Edition.	1925 Edition.	Present Edition.
473	715	806	806	498	.	...	..
474	715	806	806	499	644	735	735
475	715	806	806	500	647(k)	736	736
476	721	812	812	501	(i)	...	..
477	721	812	812	502	647	738	738
478	210	210	210	503	645	736	736
479	205, 211	205, 211	205, 211	504	646	737	737
480	206	206	206	505	654	745	745
481	206	206	206	506	655	746	746
482	207, 208	207, 208	207, 208	507	653	744	744
482-A	226	226	22[illegible]	508	(k)	.	..
	Appx. IV	Appx III	Appx. III	509	648	739	739
483	209	209	209	510	649	740	740
483-A	203	203	203	511	656	747	747
484	334	334	334	513	657	748	748
485	222	222	219	514	650	741	741
486	617, 618	708, 709	708, 709	515	651	742	742
487	204	204	204	516	658	749	749
488	(a)	.	..	518	(i)	...	..
489	546	546	546	520	659	750	750
489-A	546	546	646	521	(k)	...	..
490	762	852	852	522	(k)	...	..
491	...	...	..	523	219	219	216
492	344	344	344	524	221	221	218
493	345	345	345	525	534	534	534
494	346	346	346	531	535	535	535
495	347	347	347	532	200, 259	200, 259	200, 259
496	348	348	348	533	...	...	..
497	344	344	344	534	17	17	17

ble shewing the numbers of the paragraphs in the 1918, 1923 and 1925 editions and the corresponding paragraphs in the present (1927) edition.

1918 Edition	1923 Edition	1925 Edition.	Present Edition.	1918 Edition.	1923 Edition.	1925 Edition.	Present Edition.
535	18	18	18	559	388	388	389
536	19	19	19	560		.	..
537				561	389	389	389
538				562	390	390	390
539	20	20	20	563	387	387	387
540	21	21	21	564	652	743	743
541	22	22	22	565		.	..
542	22	22	22	566	384	384	384
543	116	116	116	567	385	385	385
544	117	117	117	568	336	336	336
545	118	118	118	569	. .	..	..
545 A	119	119	119	570	391	391	391
545-B	120	120	120	571	392	392	392
545-C	120	120	120	572	Appx VI.	Appx. VI	Appx. VI.
545-D	121	121	121	573	395	395	395
545-E	122	122	122	574	396	396	396
546	148	148	148	575	558	562	562
547	149	149	149	576	592	584, 673	584, 673
548	150	150	150	577	616	707	707
549	151	151	151	578	(c)	...	..
550	(k)			579	(c)	...	..
551	380	380	380	580	(c)	...	..
552	382	382	382	581	(c)	..	..
553	382	382	382	581-A	619	710	710
554	750	840	840	582	(c)	...	..
555	380	380	380	583	(c)	...	..
556	381	381	381	584	443	443	443
557	(k)	...	..	585	444	444	444
558	386	386	386	586	444, 445	444, 445	

Table shewing the numbers of the paragraphs in the 1918, 1923 and 1925 editions and the corresponding paragraphs in the present (1927) edition.

1918 Edition.	1923 Edition.	1925 Edition.	Present Edition.	1918 Edition.	1923 Edition.	1925 Edition.	Present Edition.
588	446	446	446	617	476	476	476
589	447	447	447	618	466	466	466
590	(k)	.		619	365	365	365
591	448	448	448	620	365	365	366
592	453	453	453	621	366	366	366
593	454	454	454	622	367	367	367
594	456	456	456	623	368	368	368
595	449	449	449	624	126	126	126
595-A	(a)			625	127	127	127
596	450	450	450	626	4	4	4
597	455	455	455	627	127	127	127
598	456	456	456	628	127	127	127
599	451	451	451	(629-635)		..	..
600	452	452	452	635-A	189	189	189
601	..	..		636	190	190	190
602	...	.	..	637	129	129	129
603	...	...	..	639	130	130	130
604	...	...	..	640	131	131	131
605	..	...	..	641	131	131	131
606	..	...	..	642	183	183	183
607	...	...	..	643	264	264	207
608	...	...	..	644	184	184	184
609	...	...	..	645	185	185	185
610	..	...	..	646	187	197	187
611	..	...	..	647	188	188	188
612	...	...	..	648	191	91	191
613	...	...	..	649	155	155	155
614	...	...	..	650	157	157	157
615	465	465	465	651	(k)	...	..

Table shewing the numbers of the paragraphs in the 1918, 1923 and 1925 editions and the corresponding paragraphs in the present (1927) edition.

1918 Edition.	1923 Edition.	1925 Edition.	Present Edition.	1918 Edition.	1923 Edition.	1925 Edition.	Present Edition.
656	181	181	181	686	Apps. IV	Apps. IV	Apps. IV.
657	11	11	11	687	Do. .	Do. .	Do.
658	194	194	194	688	Do. .	Do. .	Do.
659	199	199	197	689	Do. .	Do. .	Do.
660	199	199	199	690	Do. .	Do. .	Do.
661	201	201	201	691	Do. .	Do. .	Do.
663-666	(g)			692	Do. .	Do. .	Do.
667	(g)			693	Do. .	Do. .	Do.
668	(g)			694	539, 541	539, 541	539, 541
669	(g)			695	538	538	538
670	323	323	323	695-A	540	540	540
671	.		.	696	460	460	460
672		. .	.	696-A	(h)	...	..
673	.			697	(h)	...	..
674	134	134	134	698	...	...	..
675	135	135	135	699	...	...	..
676	147	147	147	700	(a)	...	..
677	322	322	322	701	463	463	463
678	537	537	537	701-A	460	460	460
678 A	.			702	457	457	457
678-B	537	537	537	703	324	324	324
679	(k)	.	.	704	322	322	322
681	. .	..		705	...	...	..
681-A	. .	..	..	706	610	693	693
682	(g)	..	.	707	611	693	693
683	(g)	. .	.	708	612	694	694
684	...	. .	..	709	703, 707	794, 798	794, 798
685	(f)	. .	..	710	708	799	799
685 A	(f)	...	.	711	710	801	801

Table shewing the numbers of the paragraphs in the 1918, 1923 and 1925 editions and the corresponding paragraphs in the present (1927) edition.

1918 Edition.	1923 Edition.	1925 Edition.	Present Edition.	1918 Edition.	1923 Edition.	1925 Edition.	Present Edition.
712	711	802	802	739	497, 499	497, 499	497, 499
713	712	803	803	740	497, 501	497, 501	497, 501
714	710	801	801	741	500	500	500
715	713	804	804	742	...	.	..
716	.	..	.	743	502, 503	502, 503	502, 503
717	. .	.	.	744	488	488	488
718	487	487	487	745	489	489	489
719	479	479	479	746	490	490	490
720	...	.	.	747	491	491	491
720-A	512	512	512	748	.	..	..
721	513	513	513	749	Appx XIII	Appx. XIII	Appx. XIII
722	512	512	512	750	(a)	.	..
723	513	513	513	751	Appx. XIII.	Appx . XIII.	Appx. XIII.
723-A	495	495	495	752	Do. .	Do. .	Do.
724	515	515	515	753	Do. .	D . .	Do.
725	516	516	516	754	492	492	492
726	517	517	517	654 A	Appx. XIII.	Appx. XIII.	Appx. XIII.
727	...	...	..	754-B	Do. .	Do. .	Do.
728	518	518	518	754 C	Do. .	Do. .	Do.
729	519	519	519	754-D	Do. .	Do. .	Do.
730	509	509	509	754-E	Do.	Do. .	Do.
731	75	75	75	754-F	Appx. XIII.	Appx. XIII.	Appx. XIII.
732	480	480	480	755	520	520	520
733	...	...	..	756	521	521	521
734	478, 482	478, 482	478, 482	757	522	522	522
735	...	...	..	758	523	523	523
736	...	...	..	759	524	524	524
737	496	496	496	760	525	525	525
738	498	498	498				

Table showing the numbers of the paragraphs in the 1918, 1923 and 1925 editions and the corresponding paragraphs in the present (1927) edition.

1918 Edition.	1923 Edition.	1925 Edition.	Present Edition.	1918 Edition.	1923 Edition.	1925 Edition.	Present Edition.
761		.		787	(g)	...	..
762	68	68	68	788	(g)	...	..
763	(g)			789	(g)	...	..
764	(g)	.		790	(g)	...	..
765	725	810	810	791	(g)	...	..
766	(g)			792	(g)	...	..
767	(g)			793	(g)	...	..
768	(g)	.	.	794	(g)	...	..
769	(g)			795	(g)	...	..
770	(g)	.		796	(g)	...	..
771	(g)		.	797	(g)	...	..
772	(g)		.	798	(g)	...	..
773	(g)			799	(g)	...	..
774	(g)		.	800	(g)	...	..
775	(g)		.	802	748	838	838
776	(g)	.	..	803	(g)	...	..
777	(g)	...	.	804—832	(g)	...	..
778	(g)	.	..	832-A	544	544	544
779	(g)	...	..	833	(g)	...	..
780	(g)	...	..	834	543	543	543
781	(g)	...	..	835	544	544	544
782	(g)	...	..	836	...	...	..
783	(g)	...	..	837 850 B	(g)	...	..
783 A	(g)	...	.	851	...	...	..
783-B	(g)	...	..	852	(g)	...	..
784	(g)	...	..	853	...	...	..
784 A	(g)	...	..	853-A	...	...	..
785	(g)	...	..	854-875-A	(g)	...	..
786	(g)	..	..	876	749	839	839

Table shewing the numbers of the paragraphs in the 1918, 1923 and 1925 editions and the corresponding paragraphs in the present (1927) edition.

1918 Edition.	1923 Edition.	1925 Edition	Present Edition.	1918 Edition.	1923 Edition.	1925 Edition	Present Edition
877	(g)	.		904	Appx. VIII	Appx VIII	Appx. VIII
878	429	429	429	912	336	336	336
879	.	.	..	913			..
880	430	430	430	914	334	334	334
881	371, 793	371, 872	371, 872	914 A	(b)	..	
882	435	435	435	915			
883	436	436	436	917	(f)	.	.
884	437	437	437	918	340	340	340
885	439	439	439	918 A	(f)		
886	426	426	426	919	(f)	.	
887	427	427	427	920	293	293	293
888	.			925	(f)		
889	428	428	428	926	304	304	304
889 A	431	431	431	926 A	(f)	..	
889-B	432 433	432, 433	432, 433	927	(f)	...	
890	441	441	441	927 A	(f)	..	..
891	319	319	319	928	306, 307, 308	306, 307, 308	306, 307 308
892	320	320	320	929	...	...	.
892-A	320	320	320	930	310	310	310
893	318	318	318	931	310	310	310
893-A	318	318	318	932-936-A	(f)	...	.
893-B	318	318	318	937	542	542	..
893 C	320-A	320-A	320-A	938	542	542	.
894	...	...	..	939	542	542	..
895	...	...	..	940	542	542	..
896	...	320-B	320-B	941	(k)	...	..
897	326	326	326	942	294—295	294—295	294—295
898-898-D	(f)	...	..	943	296—298	296—298	296—298
900-903	(f)	...	..	944—946	..	...	..

…able shewing the numbers of the paragraphs in the [illegible] editions and the corresponding paragraphs in the present [illegible] edition

1918 Edition.	1923 Edition.	1925 Edition.	Present Edition.	[illegible] Edition	[illegible] Edition	[illegible] Edition.	Present Edition.
947				[illegible]	[illegible]		
948	229	229	234	[illegible]	[illegible]		
949	221	221	221	[illegible]	[illegible]		
950	215	215	215	[illegible]	[illegible]		
951	314	314	314	[illegible]	[illegible]		
951-A	(f)			1001	[illegible]		
952				1002	(f)		
954				1003	[illegible]		
955	(f)			1004	(f)		
955-A	(g) and (f)			[illegible]	(f)	.	.
956	(f)			[illegible]	(f)	.	
957	311	311	311	1007	[illegible]	[illegible]	[illegible]
958	311	311	311	1008	144	144	144
959	313	313	313	1009	(f)	.	..
960–963				1011	(f)	..	..
963 A	316	316	316	1012	(f)	..	..
964	.	..		1013	114	114	114
983	358	358	358	1013 A	114	114	114
984		.		1014	(f)	...	..
985		...		1015	(f)	...	..
986	359	359	359	1016–1039	158-162	158-162	158 162
987	.	..	..	Appendix	Appendix	...	..
988	..	..	..	I	X	X	[illegible]
990	361	361	361	II	II	II	[illegible]
991	362	362	362	III	XXX	XXX	XX
992	...	.	..	IV	..	...	..
992 A	...	..	..	V	...	...	.
993	363	363	..	VI	...	...	.
994	(e)	...	..	VI A	...	...	.

Table shewing the numbers of the paragraphs in the 1918, 1923 and 1925 editions and the corresponding paragraphs in the present (1927) edition.

1918 Edition.	1923 Edition.	1925 Edition.	Present Edition.	1918 Edition.	1923 Edition.	1925 Edition.	Present Edition
877	(g)			904	Appx. VIII	Appx. VIII	Appx. VIII
878	429	429	429	912	336	336	336
879	..	.	.	913	.	..	..
880	430	430	430	914	334	334	334
881	371, 793	371, 872	371, 872	914-A	(b)	...	..
882	435	435	435	915		...	
883	436	436	436	917	(f)	.	.
884	437	437	437	918	340	340	340
885	439	439	439	918 A	(f)		
886	426	426	426	919	(f)	..	
887	427	427	427	920	293	293	293
888	..		..	925	(f)	..	
889	428	428	428	926	304	304	304
889-A	431	431	431	926-A	(f)	..?	
889-B	432, 433	432 433	432, 433	927	(f)	..	.
890	441	441	441	927-A	(f)	...	..
891	319	319	319	928	306, 307, 308	306, 307, 308	306,307 308
892	320	320	320	929	...		
892-A	320	320	320	930	310	310	310
893	318	318	318	931	310	310	310
893-A	318	318	318	932-936-A	(f)	..	..
893-B	318	318	318	937	542	542	.
893 C	320 A	320-A	320-A	938	542	542	..
894		.. .	..	939	542	542	.
895	..	...	..	940	542	542	..
896	...	320-B	320-B	941	(k)	...	..
897	326	326	326	942	294—295	294—295	294—295
898–898-D	(f)	...	..	943	296—298	296—298	296—298
900-903	(f)	...	..	944—946	.	...	.